



Working together to plan for the future

COMPASS BOARD MEETING PACKET

December 19, 2016



Working together to plan for the future

2017 COMPASS Board Meeting Dates

COMPASS BOARD MEETING DATE/TIME	LOCATION	KEY ITEMS
February 27, 2017 1:30-3:30 p.m.	COMPASS 700 NE 2 nd Street Meridian, Idaho	Approve FY2017 COMPASS Annual Development Plan
April 17, 2017 1:30-3:30 p.m.	COMPASS 700 NE 2 nd Street Meridian, Idaho	Approve FY2018 Membership Dues Approve CIM 2040 2.0 Goal Area Priorities
June 19, 2017 1:30-3:30 p.m.	COMPASS 700 NE 2 nd Street Meridian, Idaho	Approve End-of-Year Priorities
August 21, 2017 1:30-3:30 p.m.	COMPASS 700 NE 2 nd Street Meridian, Idaho	Approve COMPASS Workgroup Charters Adopt Resolution Approving the FY2018 Unified Planning Work Program and Budget
October 16, 2017 1:30-3:30 p.m.	COMPASS 700 NE 2 nd Street Meridian, Idaho	Approve Rural Project Priorities Adopt Resolution Approving the FY2018-2022 TIP and Associated Air Quality Conformity
December 18, 2017 12:00 p.m. Holiday Luncheon 1:30 p.m. Board Meeting	Nampa Civic Center 311 3 rd Street South Nampa, Idaho	Annual Meeting and Board Holiday Luncheon Confirm 2018 Board Officers: Chair, Chair Elect, Vice Chair, Immediate Past Chair. Elect Secretary-Treasurer Confirm Regional Transportation Advisory Committee Membership Confirm 2018 Executive Committee Representatives for Cities under 25,000 in Population Confirm 2018 Executive Committee Representative from Highway Districts in Canyon County Approve 2018 Federal Transportation Policy Positions Approve 2018 Idaho Legislative Session Position Statements Adopt Resolution Approving Revision 1 of the FY2018 Unified Planning Work Program and Budget



Working together to plan for the future

Community Planning Association of Southwest Idaho 2016 Board of Directors

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

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MAKING A MOTION:

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

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

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

TABLE OF RULES RELATING TO MOTIONS:

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



COMPASS BOARD OF DIRECTORS' ANNUAL MEETING
DECEMBER 19, 2016 – 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

- *A. Approve October 17, 2016, COMPASS Board Meeting Minutes
*B. Receive September 13, 2016, COMPASS Executive Committee Meeting Minutes
*C. Receive August 18, 2016, COMPASS Finance Committee Meeting Minutes
*D. Confirm Regional Transportation Advisory Committee Membership
*E. Approve List of Records for Destruction
F. Reappointment of Megan Larsen to the Board of Trustees of the Boise Municipal Health Care Trust

VI. INFORMATION/DISCUSSION ITEMS

- 1:35 A. Status Report – Finance Committee Bob Henry
Bob Henry, Finance Committee chair, will provide a status report on action taken at the December 1 and 15, 2016, Finance Committee meetings.
1:40 *B. Status Report – USDOT's FY2017 FASTLANE Grant Program Sabrina Minshall
Sabrina Minshall will provide a status report on USDOT's FY2017 FASTLANE Grant Program.

VII. ACTION ITEMS

- 1:50 * A. Confirm 2017 Board Officers: Chair, Chair Elect, Vice Chair, Matt Stoll
Page 18 Immediate Past Chair. Elect Secretary-Treasurer
COMPASS Bylaws require the Board confirm ascension of new Board officers and election of new Secretary-Treasurer.

- 2:00 **B. Confirm 2017 Executive Committee Representatives for Cities under 25,000 in Population** **Matt Stoll**
COMPASS Bylaws require the Board confirm Executive Committee representatives for cities under 25,000 in population.
- 2:05 **C. Confirm 2017 Executive Committee Representative from Highway Districts in Canyon County** **Matt Stoll**
COMPASS Bylaws require the Board confirm the Chair of one of the highway districts located in Canyon County as an Executive Committee representative.
- 2:10 *** D. Approve 2017 Federal Transportation Policy Positions** **Ken Burgess**
 Page 20 *Ken Burgess will seek approval of 2017 federal transportation policy positions recommended by the Executive Committee.*
- 2:25 *** E. Approve 2017 Idaho Legislative Session Position Statements** **Ken Burgess**
 Page 22 *Ken Burgess will seek approval of 2017 Idaho legislative session position statements recommended by the Executive Committee.*
- 2:40 *** F. Confirm Resolution 03-2017 Amending the FY2016-2020 and FY2017-2021 Regional Transportation Improvement Programs** **Toni Tisdale**
 Page 23 *Toni Tisdale will seek confirmation of Resolution 03-2017 amending the FY2016-2020 and FY2017-2021 TIPs approved by the Executive Committee.*
- 2:50 *** G. Adopt Resolution 04-2017 Approving Revision 1 of the FY2017 Unified Planning Work Program and Budget (UPWP)** **Megan Larsen**
 Page 32 *Megan Larsen will seek adoption of Resolution 04-2017 approving Revision 1 of the FY2017 UPWP.*

VIII. EXECUTIVE DIRECTOR'S REPORT (INFORMATION ONLY) (3:05)

- Page 60 *** A. Staff Activity Reports**
- Page 65 *** B. Status Report – Current Air Quality Efforts**
- Page 69 *** C. Status Report – Regional Transportation Advisory Committee Attendance**
- Page 70 *** D. Administrative Modifications**

IX. ADJOURNMENT (3:10)

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

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

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

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**BOARD OF DIRECTORS' MEETING
OCTOBER 17, 2016
COMPASS, 1ST FLOOR BOARD ROOM
700 NE 2ND STREET, MERIDIAN, IDAHO**

**** MINUTES ****

ATTENDEES: Kelli Badesheim, Valley Regional Transit
Nichoel Baird Spencer, City of Eagle
Sara Baker, Commissioner, Ada County Highway District, **Chair**
Tammy de Weerd, Mayor, City of Meridian
Dave Bieter, Mayor, City of Boise
Christine Boyles for Drew Alexander, Boise State University
John Brunelle, Capital City Development Corporation
Dave Case, Commissioner, Ada County, **Vice Chair**
Elaine Clegg, Councilmember, City of Boise
Tom Dale, Commissioner, Canyon County
Karen Gallagher for Scot Ludwig, Councilmember, City of Boise
Jim Hansen, Ada County Highway District
Nathan Leigh, Mayor, City of Parma
Dave Luft for Aaron Scheff, Department of Environmental Quality
John McEvoy, Commissioner, Canyon Highway District #4
Garret Nancolas, Mayor, City of Caldwell, **Immediate Past Chair**
Brent Orton, City of Caldwell
Paul Raymond, Councilmember, City of Nampa
Amy Revis, Idaho Transportation Department – District 3
Charlie Rountree, City of Meridian
Steven Rule, Commissioner, Canyon County, **Chair Elect**
Joe Stear, Mayor, City of Kuna
Matt Stoll, Executive Director, Community Planning Association, Ex officio
Jim Tibbs, Commissioner, Ada County
Rick Yzaguirre, Commissioner, Ada County
Nikole Zogg, Southwest District Health, Ex officio

MEMBERS ABSENT: Rebecca Arnold, Commissioner, Ada County Highway District
Chad Bell, Mayor, City of Star
John Evans, Mayor, Garden City
Craig Hanson, Commissioner, Canyon County
Bob Henry, Mayor, City of Nampa, **Secretary/Treasurer**
David Hensley, Governor's Office, Ex officio
Patrick Rice, Greater Boise Auditorium District, Ex officio
Stan Ridgeway, Mayor, City of Eagle
Darin Taylor, Mayor, City of Middleton

OTHERS: Nancy Brecks, Community Planning Association
Michael Fuss, City of Nampa
Liisa Itkonen, Community Planning Association
Megan Larsen, Community Planning Association
Justin Lucas, Ada County Highway District
Amy Luft, Community Planning Association
Sabrina Minshall, Community Planning Association
Kathy Parker, Community Planning Association
Toni Tisdale, Community Planning Association
MaryAnn Waldinger, Community Planning Association

CALL TO ORDER:

Chair Sara Baker called the meeting to order at 1:34 p.m.

AGENDA ADDITIONS/CHANGES

Matt Stoll requested to add to the agenda Action Item VII-F Approve Golden Gate Highway District No. 3 Request for COMPASS Membership.

Chair Baker noted a typo on page 2, Action Item VII-C, the title should read, "Approve Prioritization Criteria for COMPASS FY2018-2022."

After discussion, **Tom Dale moved and Nathan Leigh seconded adding Agenda Item VII-F approval of Golden Gate Highway District No. 3 COMPASS membership request and the correction to Action Item VII-C. Motion passed unanimously.**

OPEN DISCUSSION/ANNOUNCEMENTS

General announcements were made by Board members.

CONSENT AGENDA

- A. Approve August 15, 2016, Board Meeting Minutes
- B. Receive July 12, 2016, Ex Committee Meeting Minutes
- C. Receive July 24, 2016, Finance Committee Meeting Minutes
- D. Establish 2017 COMPASS Board and Executive Committee Meeting Dates and Provide 30 day Notice of Annual Meeting
- E. Approve City of Notus Request for COMPASS Membership
- F. Approve City of Melba Request for COMPASS Membership
- G. Approve List of Records for Destruction

Jim Tibbs moved and Nichoel Baird Spencer seconded approval of the Consent Agenda as presented. Motion passed unanimously.

INFORMATION/DISCUSSION ITEMS

A. Status Report - Finance Committee

Megan Larsen presented a status report on action taken at the August 18, 2016, Finance Committee meeting.

B. Status Report - One-Time Safety Funds

Toni Tisdale presented a status report on one-time safety funds (\$6.4 million) made available from the FY2016 redistribution of funds and the process to approve new projects for the funds. Applications for the funds are due November 4, 2016, for approval by the IT Board December 14, 2016, with obligation by August 1, 2017.

ACTION ITEMS

A. Adopt Resolution 01-2017 Approving the FY2017-2021 Regional Transportation Improvement Program (TIP) and Associated Air Quality Conformity Demonstration

Toni Tisdale presented Resolution 01-2017 approving the FY2017-2021 TIP and associated Air Quality Conformity Demonstration. A public comment period was open August 19 – September 10, 2016.

After discussion, **Garret Nancolas moved and Dave Bieter seconded to adopt Resolution 01-2017 approving the FY2017-2021 TIP and associated Air Quality Conformity Demonstration as presented. Dave Case and Jim Tibbs abstained due to a conflict of interest. Motion passed.**

B. Adopt Resolution 02-2017 Approving Prioritization for Rural Projects

Toni Tisdale presented Resolution 02-2017 approving prioritization for rural projects to be submitted to the Local Highway Technical Assistance Council. The priorities were recommended by the Rural Prioritization Workgroup and the Regional Transportation Advisory Committee for COMPASS Board approval.

After discussion, **Tom Dale moved and Jim Tibbs seconded adoption of Resolution 02-2017 approving prioritization for rural projects as presented. Motion passed unanimously.**

C. Approve Prioritization Criteria for COMPASS' FY2018-2022 Application Cycle

Toni Tisdale presented the prioritization criteria for COMPASS' FY2018-2022 application cycle. The Regional Transportation Advisory Committee recommended the criteria contained within the applications and scoring matrix for COMPASS Board approval.

After discussion, **Elaine Clegg moved and Nathan Leigh seconded approval of the prioritization criteria for COMPASS' FY2018-2022 application cycle, with direction for COMPASS staff to add a complete streets question in the application. Motion passed unanimously.**

D. Approve FY2017 CIM Implementation Grants

Kathy Parker presented FY2017 CIM Implementation Grants to fund pathway paving in the City of Kuna, bicycles for Boise GreenBike, and wayfinding signs in the City of Garden City for COMPASS Board approval, and provided an update on FY2016 CIM Implementation Grants and the Project Development Program.

After discussion, **Elaine Clegg moved and Garret Nancolas seconded approval of the FY2017 CIM Implementation Grants as presented. Motion passed unanimously.**

E. Approve Amending the 2025 Federal Functional Classification Map

MaryAnn Waldinger presented requests from the cities of Middleton, Notus, and Parma to amend the 2025 federal functional classification map to include functionally classified roads within each city and allow eligibility for federal funding for COMPASS Board approval.

After discussion, **Garret Nancolas moved and Charlie Rountree seconded approval of the amendments to the 2025 federal functional classification map as presented. Motion passed unanimously.**

F. Approve Golden Gate Highway District No. 3 Request for COMPASS Membership

Matt Stoll presented a request from Golden Gate Highway District No. 3 for COMPASS membership.

After discussion, **Nathan Leigh moved and Tom Dale seconded approval of the Golden Gate Highway District No. 3 request for COMPASS membership. Motion passed unanimously.**

OTHER

Matt Stoll provided reminders regarding the new 1:00 p.m. start time for Executive Committee meetings, and the COMPASS Board holiday luncheon on December 19, 2016, starting at 12:00 and the annual meeting starting at 1:30 p.m. at the Nampa Civic Center.

ADJOURNMENT

Chair Baker adjourned the meeting at 2:30 p.m.

Dated this 19th day of December 2016.

Approved:

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

Attest:

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

**EXECUTIVE COMMITTEE MEETING
SEPTEMBER 13, 2016
COMPASS, 2ND FLOOR LARGE CONFERENCE ROOM
MERIDIAN, IDAHO**

****MINUTES****

ATTENDEES: Sara Baker, Commissioner, Ada County Highway District, **Chair**
Dave Case, Commissioner, Ada County, **Vice Chair**
Elaine Clegg, Councilmember, for Dave Bieter, Mayor, City of Boise
Tammy de Weerd, Mayor, City of Meridian
John Evans, Mayor, City of Garden City
Bob Henry, Mayor, City of Nampa, **Secretary/Treasurer**
Dave Jones for Jay Gibbons, Commissioner, Canyon Highway District #4
Garret Nancolas, Mayor, City of Caldwell, **Immediate Past Chair**, via
telephone
Stan Ridgeway, Mayor, City of Eagle

MEMBERS ABSENT: Nathan Leigh, Mayor, City of Parma
Steve Rule, Commissioner, Canyon County, **Chair Elect**

OTHERS PRESENT: Nancy Brecks, Community Planning Association
Ken Burgess, Veritas Advisors
Justin Cranney, Hawley Troxell Ennis & Hawley LLP
Megan Larsen, Community Planning Association
Amy Luft, Community Planning Association
Matt Stoll, Executive Director, Community Planning Association
Dave Wallace, Ada County Highway District

CALL TO ORDER:

Chair Sara Baker called the meeting to order at 2:00 pm.

AGENDA ADDITIONS/CHANGES

Chair Baker asked for any objection to moving Item VI. B. Executive Session after the Consent Agenda. No objection was heard.

OPEN DISCUSSION/ANNOUNCEMENTS

Mayor De Weerd noted the cities of Meridian and Nampa are meeting with the counties and various stakeholders to discuss regional planning for the NW sector of Meridian's area of impact and the NE sector of Nampa. They will report back on the discussion after the meeting.

Mayor Henry provided an update on proposed redevelopment of 615 acres in Nampa.

CONSENT AGENDA

A. Approve July 12, 2016, Executive Committee Meeting Minutes

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

INFORMATION/DISCUSSION ITEM

A. Executive Session - Idaho Code 74-206 (f)

Stan Ridgeway moved and Bob Henry seconded to adjourn into Executive Session pursuant to Idaho Code 74-206 (f) at 2:05 p.m.

Matt Stoll called role. The following Executive Committee members were present and voted in the affirmative: Sara Baker, Dave Case, Elaine Clegg, Tammy de Weerd, John Evans, Bob Henry, Dave Jones, Garret Nancolas, and Stan Ridgeway.

Convened back into regular session at 2:25 pm. No action was taken in Executive Session.

ACTION ITEMS

A. Establish October 17, 2016, COMPASS Board Meeting Agenda

Matt Stoll presented staff proposed Agenda Items 1-17 for the October 17, 2016, COMPASS Board meeting. Matt requested the latitude to amend the agenda as appropriate.

After discussion, John Evans moved and Garret Nancolas seconded approval of Agenda Items 1-17 for the October 17, 2016, COMPASS Board meeting as presented. Matt Stoll has the latitude to amend the agenda as necessary. Motion passed unanimously.

B. Approve Board Member Travel Request

Matt Stoll presented a travel requested for Elaine Clegg to represent COMPASS at the Association of Metropolitan Planning Organizations' annual meeting in Fort Worth, Texas October 25-28, 2016.

After discussion, Bob Henry moved and Dave Case seconded approval of the travel request for Elaine Clegg as presented. Motion passed unanimously.

C. Authorize Call for 2017 COMPASS Board of Directors' Secretary/Treasurer Nominations

Matt Stoll requested authorization to call for nominations from Ada County for the 2017 COMPASS Board of Directors' Secretary/Treasurer position. Matt will present the nominations to the Executive Committee in November for a recommendation to the COMPASS Board.

After discussion, Tammy de Weerd moved and Stan Ridgeway seconded approval of Matt Stoll soliciting nominations from Ada County for the 2017 COMPASS Board of Directors' Secretary/Treasurer position. Motion passed unanimously.

INFORMATION/DISCUSSION ITEM

A. Review FY2017 Education Series Proposed Topics and Speakers

Amy Luft reviewed four proposed topics and speakers for the FY2017 Education Series.

OTHER

Matt Stoll provided a status report on the ongoing discussion with Union Pacific Railroad.

ADJOURNMENT

Chair Baker adjourned the meeting at 2:40 p.m.

Dated this 8th day of November 2016.

Approved:

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

Attest:

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

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ITEM V-C

**FINANCE COMMITTEE MEETING
AUGUST 18, 2016
COMPASS, 2ND FLOOR LARGE CONFERENCE ROOM
MERIDIAN, IDAHO**

****MINUTES****

ATTENDEES: Rebecca Arnold, Commissioner, Ada County Highway District, **Vice Chair**
John Evans, Mayor, City of Garden City
Bob Henry, Mayor, City of Nampa, **Chair**
John McEvoy, Commissioner, Canyon Highway District #4
Garret Nancolas, Mayor, City of Caldwell
Steve Rule, Commissioner, for Craig Hanson, Commissioner, Canyon County

MEMBERS ABSENT: Rick Yzaguirre, Commissioner, Ada County

OTHERS PRESENT: Nancy Brecks, Community Planning Association
Jake Emery, Harris & Co.
Keith Holmes, Community Planning Association
Amy Luft, Community Planning Association
Matt Stoll, Community Planning Association

CALL TO ORDER:

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

AGENDA ADDITIONS/CHANGES

None.

OPEN DISCUSSION/ANNOUNCEMENTS

General announcements were made by committee members.

CONSENT AGENDA

A. Approve July 14, 2016, Finance Committee Meeting Minutes

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

INFORMATION/DISCUSSION ITEM

A. Review Report of Disbursements made in the Reporting Period

Keith Holmes noted the Report of Disbursements for accounts payables issued June 16 - August 5, 2016, is provided for information.

ACTION ITEMS

A. Approve FY2016 Audit Process

Jake Emery, Harris & Co., outlined the process to be used for the FY2016 audit.

After discussion, **John Evans moved and John McEvoy seconded approval of the FY2016 audit process and acceptance of the letter of engagement for Chair Henry's signature. Motion passed unanimously.**

B. Approve Variance Report for October 1, 2015 - June 30, 2016

Keith Holmes presented the Variance Report for October 1, 2015 - June 30, 2016.

After discussion, **Garret Nancolas moved and John McEvoy seconded approval of the Variance Report for October 1, 2015 - June 30, 2016 as presented. Motion passed unanimously.**

OTHER

Matt Stoll stated Golden Gate Highway District and the City of Notus have indicated they will be submitting requests to join COMPASS as general members for COMPASS Board approval at the October 17, 2016, COMPASS Board meeting.

Next Meeting: November 17, 2016

ADJOURNMENT

Garret Nancolas moved and John McEvoy seconded adjournment at 12:35 pm. Motion passed unanimously.

Dated this 1st day of December 2016.

Approved:

By: _____
Bob Henry, Chair

Attest:

By: _____
Rebecca Arnold, Vice Chair

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	Megan Basham Meg Leatherman	3
Ada County Highway District	Tom Ferch Ryan Head Justin Lucas	3
Boise State University	Drew Alexander	1
Canyon County Development Services	Kyle McCormick Patricia Nilsson Dan Lister	3
Canyon Highway District No. 4	Chris Hopper	1
City of Boise	Daren Fluke Karen Gallagher Zach Piepmeyer	3
City of Caldwell	Robb MacDonald	2
City of Eagle	Nichoel Baird Spencer	2
City of Garden City	Jenah Thornborrow	1
City of Kuna	Wendy Howell	1
City of Melba	Vacant	1
City of Meridian	Caleb Hood Brian McClure	2
City of Middleton	Randall Falkner	1
City of Nampa	Clair Bowman Jeff Barnes	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	Scott Jacops	1

Golden Gate Highway District No. 3	Gordon Bates	1
Idaho Department of Environmental Quality	Michael Toole	1
Idaho Transportation Department	Amy Schroeder	1
Public Participation Committee	Deanna Smith	1
Valley Regional Transit	Rhonda Jalbert	1
Ex Officio Members	Participants	Votes
Central District Health Department	Rob Howarth	N/A
COMPASS	Sabrina Minshall	N/A
Governor's Office	David Hensley	N/A

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COMPASS BOARD AGENDA ITEM V-E

Date: December 19, 2016

Topic: Records for Destruction

Request/Recommendation:

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

Background/Summary:

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

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

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

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

Implication (policy and/or financial):

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

More Information:

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

ML:nb T:\Operations\Admin & Office\Records Management\Records Destruction Board Memo 12-21-2015.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 list to state archivist	Date of request for Board approval	Destruction date
FY2017 CIM Implementation Grant Agreements, Garden City, Kuna and VRT; PAPER copies only; electronic copies retained 5 years from date of completion	11/1/2016	n/a	11/1/2016		12/19/2016	
FY2015 CIM Implementation Grant Agreements, Kuna and Boise State; PAPER copies only; electronic copies retained 5 years from date of completion	10/15/2016	n/a	10/15/2016		12/19/2016	
FY2002-FY2004 Recordings of COMPASS Standing Committee Meetings; recordings are temporary files not retained under current policy; Standing Committee meeting minutes are permanent	9/30/2004	n/a	9/30/2004		12/19/2016	
FY2016 Agreements with A&P Data, Parsons Brinckerhoff, EDR Group; PAPER copies only; electronic copies retained 5 years from date of completion	9/30/2016	n/a	9/30/2016		12/19/2016	
FY2017 PSA with McFarland for I-84 Detour Plan; PAPER copies only; electronic copies retained 5 years from date of completion	12/6/2016	n/a	12/6/2016		12/19/2016	
FY2017 Project Development Task Orders; PAPER copies only; electronic copies retained 5 years from date of completion	11/30/2016	n/a	11/30/2016		12/19/2016	
FY2017 IDOL Designation of Authorized Employees; PAPER copies only; electronic copies retained 5 years from date of completion	11/9/2016	n/a	11/9/2016		12/19/2016	
FY2016 Data Agreements with ID Fish & Wildlife, Infogroup; PAPER copies only; electronic copies retained 5 years from date of completion	5/19/2016	n/a	5/19/2016		12/19/2016	
FY2016 RFQ and Submittals for Performance Measure Framework; PAPER copies only; electronic copies retained 5 years from date of completion	9/30/2016	n/a	9/30/2016		12/19/2016	
FY2015 Agreement with NuStats for On Board Transit Survey, PAPER copies only; electronic copies retained 5 years from date of completion	9/30/2015	n/a	9/30/2015		12/19/2016	

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

Description of record	When created*	Retention period for this record in years	Expiration of retention period	Date list to state archivist	Date of request for Board approval	Destruction date
FY2015 RFQ Responses for On Board Transit Survey, PAPER copies only; electronic copies retained 5 years from date of completion	9/30/2015	n/a	9/30/2015		12/19/2016	
FY2006 GIS Data Purchase Agreement and cash receipt records	9/30/2006	5	9/30/2011		12/19/2016	
FY2017 PSA with McFarland for I-84 Detour Plan; PAPER copies only; electronic copies retained 5 years from date of completion	12/6/2016	n/a	12/6/2016		12/19/2016	
FY2017 PSA with Catalyst Media; PAPER copies only; electronic copies retained 5 years from date of completion	12/6/2016	n/a	12/6/2016		12/19/2016	
FY2016 PSA with Neighborhood All Stars; PAPER copies only; electronic copies retained 5 years from date of completion	12/6/2016	n/a	12/6/2016		12/19/2016	

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

COMPASS BOARD AGENDA ITEM VI-B

Date: December 19, 2016

Topic: Status Report - FASTLANE Grant Application

Request/Recommendation:

This item is for information and discussion only.

Background/Summary:

The Idaho Transportation Department (ITD) is seeking federal funding for an Interstate 84 (I-84) project in Canyon County from Karcher Underpass to Franklin Boulevard. This section is one of the key remaining segments of the approximately \$818.7 million I-84 corridor project in the Treasure Valley (Ada and Canyon Counties). The total estimated cost for this 1.9-mile segment is \$90 million, of which \$54 million is requested in federal funding through a Fostering Advancements in Shipping and Transportation for the Long-term Achievement of National Efficiencies (FASTLANE) grant. The FASTLANE program was established in the Fixing America's Surface Transportation (FAST) Act to fund critical freight and highway projects across the country. COMPASS and ITD partnered to apply for this funding in April 2016, and are again jointly preparing this application.

Components of the proposed improvements include:

- Widening I-84 to three lanes between Franklin Boulevard and Karcher Underpass.
- Adding additional auxiliary lane between Franklin Boulevard and Northside Boulevard interchanges.
- Replacement and widening of an undersized canal structure at Mason Creek.
- Replacement and expansion of two bridges that cross over the Union Pacific Railroad (UPRR) and the East Lateral Canal.
- Ramp expansions and improvements on the Franklin Boulevard interchange.
- Ramp expansions and full reconstruction of the Northside Boulevard interchange.
- A mill and inlay of existing lanes within the project limit.

If funded, this project is expected to improve safety, efficiency, and reliability of the movement of freight and people; generate national and regional economic benefits as I-84 is the only major freight corridor through Idaho; reduce highway congestion and bottlenecks; address the impact of population growth on the movement of people and freight; and mitigate the impacts of freight movements on communities by decreasing reasons to divert to alternative routes.

Implication (policy and/or financial):

This project falls within the segment of I-84 ranked as the highest priority among 33 unfunded regional projects in *Communities in Motion 2040*.

More Information:

- 1) For detailed information contact: Sabrina Minshall, Director of Planning, at 475-2234 or sminshall@compassidaho.org.

COMPASS BOARD AGENDA ITEM VII-A

Date: December 19, 2016

Topic: 2017 COMPASS Board Officer Slate

Request/Recommendation:

Approve 2017 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 08, 2016, to consider the nominations submitted for the COMPASS Secretary/Treasurer and the succession of the current Board Officers for 2017. The Executive Committee nominates the following slate of Board Officers for 2017 for the COMPASS Board of Directors' consideration at the annual meeting on Monday, December 19, 2016:

- **Chair – Commissioner Steve Rule, Canyon County**
- **Chair-Elect – Commissioner Dave Case, Ada County**
- **Vice Chair – Mayor Bob Henry, City of Nampa**
- **Secretary/Treasurer – Councilmember Elaine Clegg, City of Boise**
- **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 4, 2016, which is 15 days prior to the annual Board of Directors' meeting on Monday, December 19, 2016. No additional nominations were received by December 4, 2016.

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 475-2266 or mstoll@compassidaho.org.

ITEM VII-D

COMPASS 2017 DRAFT FEDERAL TRANSPORTATION POLICY POSITIONS

REAUTHORIZATION OF FAST ACT

Begin working TODAY on reauthorization

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 cannot relax and wait to begin crafting reauthorization 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 the 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.

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 to 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.

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2017 Draft COMPASS State Legislative Positions

1. Transportation Revenue

The COMPASS Board of Directors strongly 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 registration and motor fuels excise tax funding enhancements were implemented in 2015, 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, Expand, and Share "Surplus Eliminator" Provision for Transportation

The COMPASS Board of Directors supports extending the "surplus eliminator" transportation funding mechanism and implementing a 50/50 state/local share of those funds. The 2015 "surplus eliminator" funding has proven to be helpful for state maintenance projects, but local transportation systems would also benefit from increased funding and flexibility. 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 for transportation projects. Such a tool will provide local units of government the ability to request necessary supplemental infrastructure revenue for specific transportation projects, as approved by local voters, through a local sales tax. The Board supports the concept of allowing such funds to be used for roadway and/or public transportation projects. Local option sales tax can provide a tool for local units of government to address local transportation challenges.

4. Increased Funding to Local Transportation Entities

The COMPASS Board of Directors supports legislation that provides increased funding and flexibility to local transportation entities to meet the increasing demands on local transportation systems. COMPASS supports increased funding to allow local transportation entities more control, flexibility to plan and complete local system projects to include roadways, bridges, bike and pedestrian pathways, and public transportation.

COMPASS BOARD AGENDA ITEM VII-F

Date: December 19, 2016

Topic: Amending the FY2016-2020 and FY2017-2021 Regional Transportation Improvement Programs (TIPs)

Request/Recommendation:

COMPASS staff seeks COMPASS Board of Directors' confirmation of the Executive Committee adoption of Resolution 03-2017 (Attachment 1), amending the FY2016-2020 and FY2017-2021 TIPs. The Regional Transportation Advisory Committee recommended approval on December 7, 2016.

Background/Summary:

The changes below are due to final review for consistency between the TIP and ITD's Idaho Transportation Investment Program (ITIP), a process known as "mirroring." A new project was selected through a nation-wide competitive process, and additional projects proposed to be added through "one-time safety funds," selected by ITD and LHTAC.

Per ITD:

- I-84, Blacks Creek Road Interchange, Ada County (Key Number 19874)
 - Add project to replace the Blacks Creek interchange at I-84. Design would begin in FY2017, and construction in FY2018.
- I-84, Pavement Striping, ITD – FY2017 (Key Number 13464)
 - Remove project. Work will be completed under ITD's operating budget.
- I-84, Pavement Striping, ITD – FY2018 (Key Number 13939)
 - Remove project. Work will be completed under ITD's operating budget.
- SH-44, SH-16 to Linder Road, Ada County (Key Number 20266)
 - Add project to widen SH-44 between SH-16 and Linder Road between the City of Eagle and the City of Star. Design would begin in FY2017, and construction is currently considered "unfunded."
- SH-19, Oregon State Line to Caldwell, Seal Coat, Canyon and Owyhee (Key Number 19856)
 - Change title and description of project termini to correctly describe the project, changing the termini from the Oregon State Line to Homedale to include the section of SH-19 near the City of Wilder to the City of Caldwell. No change to the total cost. The project was changed during the update process, but the description was not updated.

Per Federal Register (VRT):

- Planning, Transit Oriented Development, State Street, Ada County (Key Number NEW)
 - Add a FY2017 project to develop a land use plan for transit oriented development along State Street from SH-16 to downtown Boise. The grant will be managed by Valley Regional Transit. Project is sponsored and cash match provided by the City of Boise, consultant contract managed by COMPASS. Staff in-kind (participating and non-participating) provided by the project team.

Per ITD and LHTAC:

The following projects were noticed for public involvement as applications for FY2017 “one-time safety funds” under consideration. The following projects were recommended for funding:

- Cole Road and Overland Road Intersection Improvements, Boise (Key Number NEW)
 - Add project to install signal-controlled right turn lanes on each leg of the Cole Road and Overland Road intersection in the City of Boise, and install ramps and crosswalks. The project removes free-running right turns.
- ITS, Signal Backplates on ITD Urban Signals, District 3 (Key Number NEW)
 - Add project to add retroreflective borders on all ITD signals in urban areas to implement a district-wide approach to improve safety at urban signalized intersections.

The projects below were considered but not recommended for funding through the “one-time” safety funds program.

- Lone Star Road and Middleton Road Intersection Improvements, Nampa (Key Number NEW)
 - Add project to install a traffic signal and sidewalks at the intersection of Lone Star Road and Middleton Road.
- Pedestrian and Bicycle Improvements, Lone Star Middle, Nampa (Key Number NEW)
 - Add project to install sidewalks and pedestrian ramps, widen asphalt shoulders, and add signage and new striping on both sides of Lone Star Road in the vicinity of Lone Star Middle School.
- Pedestrian and Bicycle Improvements, Sherman Elementary, Nampa (Key Number NEW)
 - Add project to install a rapid flashing beacon crossing, street lighting, pedestrian ramps, signage and striping on Powerline Road at Sherman Avenue in the vicinity of Sherman Elementary School.
- Pedestrian and Bicycle Improvements, West Middle, Nampa (Key Number NEW)
 - Add project to install a rapid flashing beacon pedestrian crossing at the intersection of Blaine Avenue and Sky Drive and sidewalk improvements along Blaine Avenue in the vicinity of West Middle School.

A public comment period was held November 15 through November 29, 2016. One comment was received. Comments are provided verbatim as Attachment 2.

Implication (policy and/or financial):

This amendment makes these projects eligible for obligation of funds or removal from the TIP. Because the one-time safety projects have a very short time period to deliver final design (approximately six months), the schedule for completion is:

- COMPASS Executive Committee action – December 13, 2016
- Idaho Transportation Board - December 14, 2016
- COMPASS Board confirm Executive Committee action - December 19, 2016

This amendment is time sensitive because the Federal Highway Administration and Federal Transit Administration are not expected to approve the FY2017-2021 TIP until the end of December 2016. Amending both TIPs allows progress on these projects, even if federal approval of the FY2017-2021 TIP is delayed.

More Information:

- 1) Attachment 1: Resolution 03-2017
- 2) Attachment 2: Public Comments
- 3) For detailed information contact: Toni Tisdale, Principal Planner, at 475-2238 or ttisdale@compassidaho.org.

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RESOLUTION NO. 03-2017

FOR THE PURPOSE OF AMENDING THE FY2016-2020 and FY2017-2021 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, a public comment period was open from November 15 through November 29, 2016;

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

WHEREAS, the Community Planning Association of Southwest Idaho developed this amendment to the FY2016-2020 Regional Transportation Improvement Programs in compliance with all applicable state and federal regulations; and

WHEREAS, the attached table dated October 12, 2016, details the amendment to the FY2016-2020 and FY2017-2021 Regional Transportation Improvement Programs.

NOW, THEREFORE, BE IT RESOLVED, that the Community Planning Association of Southwest Idaho Board of Directors approves the amendment to the FY2016-2020 and FY2017-2021 Regional Transportation Improvement Programs.

DATED this 13th day of December 2016.

APPROVED:

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

ATTEST:

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

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COMPASS Amendment #10 FY2016-2020 Regional Transportation Improvement Program and
Amendment #1 FY2017-2021 Regional Transportation Improvement Program

Per ITD Mirroring, October 12, 2016

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	2017	0	0					0
	Funding Source: Bridge Restoration	2018	200	500					700
	Replace the Blacks Creek interchange at I-84, which is in poor condition and is structurally deficient, and upgrade the ramps to meet the standards for an 80 miles per hour speed limit. (Federal = \$10,796,000)	2019					0	0	0
		2020					1000	1000	11000
		2021							0
		PD							0
		SUM	0	0	0	0	0	0	0
		200	500			1000	10000	11700	
Add project.									

Per COMPASS and ITD Mirroring, October 27, 2016

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
13464	I-84, Pavement Striping, ITD - FY2017	2017					22	600	622
	Funding Source: Restoration	2018					0	0	0
	Re-paint pavement striping on sections of I-84 deemed unsafe due to fading. (Federal = \$0)	2019							0
		2020							0
		2021							0
		PD							0
		SUM	0	0	0	0	0	22	600
						0	0	0	
Remove this project. Work will still be completed under ITD's operating budget.									
13939	I-84, Pavement Striping, ITD - FY2018	2017							0
	Funding Source: Restoration	2018					15	330	345
	Apply fresh pavement paint-striping from Ontario, Oregon (milepost 0) to Glens Ferry (milepost 121), as well as the I-184 Connector in Boise. Project total = \$345,000 (Ada County = 27%, Canyon County = 19%, Payette County = 14%, Elmore County = 40%) (Federal = \$0)	2019					0	0	0
		2020							0
		2021							0
		PD							0
		SUM	0	0	0	0	0	15	330
						0	0	0	
Remove this project. Work will still be completed under ITD's operating budget.									
20266	SH-44, SH-16 to Linder Road, Ada County	2017							0
	Funding Source: Early Development	2018	0						0
	Add an additional westbound and eastbound lane to improve congestion and reduce crashes along SH-44 from SH-16 to Linder Road near Eagle, Idaho. Construction is expected to cost \$7,410,000, but is considered "unfunded." (Federal = \$8,024,000)	2019	50						50
		2020	0			0			0
		2021	50			750			800
		PD	0						0
		SUM	0						0
		50						50	
Add project.									
		0			0	0	0	0	
							7410	7710	
								0	
							7410	8660	

Per Federal Register, October 31, 2016

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
NEW	Planning, Transit Oriented Development, State Street, Boise	2017		ϕ <u>404</u>					ϕ <u>404</u>
	Funding Source: TOD Pilot Program Develop a land use plan for transit oriented development along State Street from SH-16 to downtown Boise. Project funded through nation-wide competitive pilot program. The grant is managed by Valley Regional Transit. Project is sponsored and cash match provided by the City of Boise, consultant contract managed by COMPASS. Staff in-kind (participating and non-participating) provided by the project team. (Federal = \$279,000) <i>Add project, as selected from a national competitive process.</i>	2018							0
		2019							0
		2020							0
		2021							0
		PD							0
		SUM	0	ϕ <u>404</u>	0	0	0	0	0
NEW	Planning, Transit Oriented Development, State Street, Boise	2017		ϕ <u>22</u>					ϕ <u>22</u>
	Funding Source: Local Participating Same as above. (Federal = \$0) <i>Add project, as selected from a national competitive process.</i>	2018							0
		2019							0
		2020							0
		2021							0
		PD							0
		SUM	0	ϕ <u>22</u>	0	0	0	0	0
NEW	Planning, Transit Oriented Development, State Street, Boise	2017		ϕ <u>7</u>					ϕ <u>7</u>
	Funding Source: Local Non-Participating Same as above. (Federal = \$0) <i>Add project, as selected from a national competitive process.</i>	2018							0
		2019							0
		2020							0
		2021							0
		PD							0
		SUM	0	ϕ <u>7</u>	0	0	0	0	0

Per One-Time Safety Applications, November 4, 2016

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
NEW	Cole Road and Overland Road Intersection Improvements, Boise	2017	ϕ <u>5</u>	ϕ <u>66</u>		ϕ <u>4</u>	ϕ <u>63</u>	ϕ <u>230</u>	ϕ <u>368</u>
	Funding Source: HSIP (Local) Install signal-controlled right turn lanes on each leg of the Cole Road and Overland Road intersection in the City of Boise, and install ramps and crosswalks. This project removes free-running right turns, which have resulted in the second-highest number of crashes at an intersection in Ada County. (Federal = \$341,000) <i>Add project.</i>	2018							0
		2019							0
		2020							0
		2021							0
		PD							0
		SUM	ϕ <u>5</u>	ϕ <u>66</u>	0	ϕ <u>4</u>	ϕ <u>63</u>	ϕ <u>230</u>	ϕ <u>368</u>

		Scheduled Costs (including Match) (costs in \$1,000)							
Key No	Project	Cost year	PE	PEC	RW	UT	CE	CN	SUM
NEW	Cole Road and Overland Road Intersection Improvements, Boise	2017	0	0		0	0	0	0
			6	66		4	62	230	368
	Funding Source: HSIP	2018							0
		2019							0
	Same as above. (Federal = \$341,000)	2020							0
		2021							0
	Add project.	PD							0
	SUM		0	0	0	0	0	0	
			6	66		4	62	230	368
NEW	ITS, Signal Backplates on ITD Urban Signals, District 3	2017	0					0	0
			25					300	325
	Funding Source: Considered for HSIP	2018							0
		2019							0
	Install retroreflective borders on all ITD signals in urban areas to implement a district-wide approach to improved safety at urban signalized intersections. The backplates make signals more visible. (Federal = \$301,000)	2020							0
		2021							0
	Add project.	PD							0
	SUM		0	0	0	0	0	0	
			25	0	0	0	0	300	325

Per ITD Staff, November 9, 2016

		Scheduled Costs (including Match) (costs in \$1,000)							
Key No	Project	Cost year	PE	PEC	RW	UT	CE	CN	SUM
19856	SH-19, Oregon State Line to <u>Homedale Caldwell</u> , Seal Coat, Canyon and Owyhee	2017	25						25
	Funding Source: Pavement Preservation	2018							0
		2019							0
	Seal coat the pavement surface on SH-19 from the Oregon State Line to <u>US-95 in the City of Homedale and from US-95 near the City of Wilder to Farmway Road in the City of Caldwell</u> to improve ride quality and extend the life of the pavement. (71% Canyon County and 29% Owyhee County) (Federal = \$1,191,000)	2020					60	1200	1260
		2021							0
		PD							0
	Change title and description of project termini to correctly describe the project. No change to the total cost. The project was changed during the update process, but the description was not updated.	SUM		25	0	0	0	60	1200

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

UT = Utilities
 CE = Construction Engineering
 CN = Construction

FY = Fiscal Year
 KN = Key Number

HSIP = Highway Safety Improvement Program
 ITD = Idaho Transportation Department
 TOD = Transit Oriented Development

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Public Comments
FY2016-2020 and FY2017-2021
Regional Transportation Improvement Program (TIP)
December 2016 Amendments
 Number of comments received: 1

Comment (The comments below are verbatim, as submitted by the commenter. As such, typographical errors have not been corrected.)	Staff Response	Zip Code and Name/affiliation (if included)	Format
<p>Some quick comments on the TIP ... I am encouraged by the 11/15/16 amendment that listed the widening of SH 44 from Linder to SH16. IMHO we need to focus limited funds on improving state highways to carry the brunt of area traffic and design roads to accommodate speeds of 50-60mph (no center turn lanes!!). My suggestion is to put the Collister/State St intersection project on the back burner. That frees up \$7M dollars. Exactly what you need to fund the SH44 widening project! I would also ask you to reconsider the timeframe for the widening projects on 20/26 west of Eagle Road. Focus needs to be on expanding state highways BEFORE money is used to widen local roads. You just might find changing traffic patterns that eliminate the need to widen local roads. So much money can be saved! SH20/26 resurface should not be done from SH16 to Locust Grove. Plan on widening that section in the next 2-3 years. With that, and SH44 widened from Linder to SH16, there will be greater east-west mobility with multiple north/south access points. Then focus on SH16 to I84 and 3 cities river crossing.</p> <p>As far as this funding, "ITD received additional funding at the end of fiscal year (FY) 2016. The Idaho Transportation Board directed staff to use the funds to improve documented safety issues across the state, both on state and local facilities."</p> <p>Can you please look at safety improvements on Old Horseshoe Bend Road for school kids at Rolling Hills Public Charter School. The principal there has pleaded (to no avail) with Eagle, Boise and ACHD trying to get someone to recognize the safety hazard for students who walk. There is no slow zone or sidewalks on parts of the road. ACHD gave some lame excuse that when the school opened <u>10 years ago</u> the school's traffic report said all kids would arrive by car. Things have changed. This is a Title I school with several students walking and riding their bikes. More probably would if something was done to make pedestrian travel safer for these kids! Please contact the administrator, Mr Shane Pratt at [REDACTED] for more information.</p>	<p>Comment provided to the COMPASS Board of Directors</p>	<p>Kathy Pennisi</p>	<p>Email</p>

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COMPASS BOARD AGENDA ITEM VII-G

Date: December 19, 2016

Topic: Revision 1 of the FY2017 Unified Planning Work Program and Budget

Request/Recommendation:

COMPASS staff seeks COMPASS Board of Directors' adoption of Resolution 04-2017 approving Revision 1 of the FY2017 Unified Planning Work Program and Budget (UPWP).

Background/Summary:

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

The Finance Committee reviewed the proposed amendments at its December 1, 2016, meeting and recommended approval of Revision 1 of the FY2016 UPWP as presented.

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

The following revisions to revenues are proposed in Revision 1 of the FY2017 UPWP:

- Add member dues of \$4,959 for the three new members approved by the Board at the October 17, 2016, meeting: Golden Gate Highway District No. 3, the City of Melba, and the City of Notus.
- Increase the carry over of FY2016 Consolidated Planning Grant (CPG) funds to \$97,573 now that the actual amount is known.
- Adjust carry over of STP-TMA funds for the *Communities in Motion 2040 2.0* update to \$36,840 now that the actual amount is known.
- Adjust carry over of STP-TMA funds for the On Board Transit Survey to \$56,255 now that the actual amount is known.
- Adjust carry over of FHWA funds for the SHRP2 Implementation Assistance Program to \$42,726 now that the actual amount is known.
- Move \$13,636 in funding for the I-84 detour plan entirely into FY2017. Previously, this funding was split between FY2016 and FY2017.
- Add \$13,180 expected from Jamar Technologies.
- Increase the estimate of interest income to \$4,000.
- Add \$13,919 of fund balance for the FY2016 CIM Implementation Grant for Boise State University, which was extended into FY2017.
- Increase the draw from fund balance by \$36,038 to cover the shortfall.

The following revisions to expenses are proposed in Revision 1 of the FY2017 UPWP:

- Decrease total funding for long range planning by \$68,500. This decrease is due to a change in approach for public involvement and a re-allocation to performance measurement framework.
- Add \$55,727 in expenses for the performance measurement framework. This includes costs to wrap up the existing contract, which are funded by SHRP2 revenues, and an additional \$25,000 for follow up activities.
- Add \$28,425 to the budget to replace and install bicycle/pedestrian counters.
- Add \$404,000 for consultant costs for the State Street project. These costs are funded with revenues from Valley Regional Transit's State Street grant.
- Add \$24,200 to direct operations to cover transit planning software, APA webinars, and regional data center server licensing.
- Decrease indirect costs slightly, by \$100.
- Adjust total salary and fringe costs by \$78,363 to help attract high-level candidates for planning and technical services vacancies. Total FTE's remain at 19.

Implication (policy and/or financial):

Without COMPASS Board adoption of Revision 1 of the FY2017 UPWP, the agency cannot make full use of available revenues.

More Information:

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



RESOLUTION NO. 04-2017

FOR THE PURPOSE OF APPROVING REVISION 1 OF THE FY2017 UNIFIED PLANNING WORK PROGRAM AND BUDGET

WHEREAS, the FY2017 Unified Planning Work Program and Budget was adopted by the Community Planning Association of Southwest Idaho Board of Directors under Resolution 15-2016, dated August 15, 2016; and

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

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

WHEREAS, the attached memorandum and supporting documentation summarizes the adjustments included in Revision 1 of the FY2017 Unified Planning Work Program and Budget and is made a part hereof.

NOW, THEREFORE, BE IT RESOLVED, that the Community Planning Association of Southwest Idaho Board of Directors approves by Resolution Revision 1 of the FY2017 Unified Planning Work Program and Budget;

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

DATED this 19th day of December 2016.

APPROVED:

By: _____
Steven Rule, Chair
Community Planning Association
of Southwest Idaho Board of Directors

ATTEST:

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

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COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
Recommended Changes to FY2017 - Revision 1
Summary

FY2017 Original UPWP Revenues		3,196,981	FY2017 Original UPWP Expenses	3,196,981
1	Add member dues for Golden Gate Highway District No.3	4,959		
	Add member dues for City of Melba	251		
	Add member dues for City of Notus	251		
2	CPG - FY2016 Key#13495; grant funds that were obligated in FY2016 but were not spent out. These grant funds will be carried into FY2017 and used for other purposes.	71,323	Program 661001, Long Range Planning; Professional Services (reduce graphics by \$3,000, reduce cost estimates by \$25,000), Public Involvement (reduce \$40,500).	(68,500)
3	STP TMA funds; Key# 13047, <i>Communities in Motion</i> , COMPASS; reduce funding to reflect remaining balance at 09/30/2016. Use CPG or Off-the-Top funds to cover costs in FY2017.	(37,288)		
4	STP-TMA funds; Key# 13048, COMPASS Travel Survey and Transit Data Collection; increase revenue source to reflect remaining balance at 09/30/2016. Trade out CPG funds to fully expend this key number.	3,139		
5	FHWA grant; Key# 19175, SHRP2 Implementation Grant; increase revenue source to reflect remaining balance at 09/30/2016.	30,726	Program 661007, Performance Measurement; Professional Services. Add \$55,727 to complete contract.	55,727
			Program 661004, Freight; Professional Services. Reduce FY2017 by \$47,000. FY2018 Carry-Forward. Increase by \$47,000.	-
6	Add funding budgeted in FY2016 that was not used.		Add Expenses that were budgeted in FY2016 that were not used.	
	Idaho Transportation Department, I-84 Detour Plan. Ada County Highway District, I-84 Detour Plan.	4,545 9,091	Program 842001, Congestion Management Process; Professional Services. Add \$20,000 for I-84 detour plan.	20,000
7	Jamar refund for bicycle/pedestrian counters.	13,180	Program 661005, Bicycles/Pedestrians; Equipment/Software. Add \$28,425 to replace counters purchased in FY2016.	28,425
8	Increase estimate of Interest Income.	1,900		
9	Valley Regional Transit - State Street Grant.	404,000	Program 720001, State Street Corridor; Professional Services. Add \$404,000 for consultant fees.	404,000
10	Local funds / Fund Balance; Increase Grant Implementation Program. Boise State granted extension for their FY2016 grant.	13,919	Program 685004, CIM Implementation Grants; Add \$13,919 for Boise State extension of their FY2016 CIM grant.	13,919

11			Program 990001, Direct Operations/Maintenance; Equipment/Software. Add \$22,200 for Transit Network Planning Software.	22,200
			Program 990001, Direct Operations/Maintenance; Travel/Education. Add \$500 for APA Webinars.	500
			Program 990001, Direct Operations/Maintenance; Equipment/Software. Add \$1,500 for Amazon 3 yr. license.	1,500
12			Adjust Indirect Costs to revised estimate of costs.	(100)
13			Salary adjustments; Increase salary pool to help attract qualified applicants to vacant positions.	48,885
			Fringe benefit adjustments; Increase fringe benefits to help attract qualified applicants to vacant positions.	29,478
14	Increase fund balance to cover revenue shortfall	36,038		
Recommended Adjustments to Revenues		556,034	Recommended Adjustments to Expenses	556,034
Adjusted Revenues - Revision 1		3,753,015	Adjusted Expenses - Revision 1	3,753,015
Remaining Revenue		(0)		

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**COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
FY2017 UNIFIED PLANNING WORK PROGRAM and Budget - REVISION 1
REVENUE AND EXPENSE SUMMARY (total)**

REVENUE	FY2017 Final	FY2017 Revision 1
GENERAL MEMBERSHIP		
Ada County	208,703	208,703
Ada County Highway District	208,703	208,703
Canyon Highway District No. 4	38,180	38,180
Golden Gate Highway District No.3		4,959
City of Boise	100,042	100,042
City of Caldwell	23,201	23,201
Canyon County	103,112	103,112
City of Eagle	11,248	11,248
City of Garden City	5,035	5,035
City of Kuna	8,126	8,126
City of Meridian	40,308	40,308
City of Melba		251
City of Middleton	3,342	3,342
City of Nampa	40,061	40,061
City of Notus		251
City of Parma	930	930
City of Star	3,593	3,593
City of Wilder	723	723
Subtotal	795,307	800,768
SPECIAL MEMBERSHIP		
Boise State University	7,950	7,950
Capital City Development Corporation	7,950	7,950
Department of Environmental Quality	7,950	7,950
Idaho Transportation Department	7,950	7,950
Valley Regional Transit	7,950	7,950
Subtotal	39,750	39,750
GRANTS AND SPECIAL PROJECTS		
FHWA/FTA - Consolidated Planning Grants		
CPG - FY2016 K# 13495 Ada County - carry over	19,425	72,204
CPG - FY2016 K# 13495 Canyon County - carry over	6,825	25,369
CPG - FY2017 K# 13496 Ada County	971,873	971,873
CPG - FY2017 K# 13496 Canyon County	341,469	341,469
Sub Total CPG Grants	1,339,592	1,410,915
STP TMA - K# 12374, FY17 off-the-top funds for Planning	306,705	306,705
STP TMA - K# 13047, <i>Communities in Motion</i> Update - carry over	74,128	36,840
STP TMA - K# 13048, On Board Transit Survey - carry over	53,115	56,255
FHWA - SHRP2 Implementation Assistance Program - carry over	12,000	42,726
STP TMA - K# 18948, Freight Study	277,980	277,980
Subtotal	723,928	720,505
OTHER REVENUE SOURCES		
Idaho Department of Environmental Quality	25,000	25,000
Ada County Air Quality Board	25,000	25,000
Idaho Transportation Department, I-84 Detour Plan	20,455	25,000
Ada County Highway District, I-84 Detour Plan	40,909	50,000
Jamar Refund for bike/ped counters		13,180
Interest Income	2,100	4,000
Valley Regional Transit - State Street Grant (consultant costs)		404,000
Subtotal	113,464	546,180
TOTAL REVENUE; Dues, Federal Funds, and Other miscellaneous	3,012,041	3,518,118
Draw From Fund Balance (Future Regional Orthophotography)	65,000	65,000
Draw From Fund Balance (CIM Implementation Grants)	50,000	63,919
Draw From Fund Balance (to fund revenue shortfall)	69,939	105,978
TOTAL REVENUE, ALL RESOURCES	3,196,981	3,753,015

EXPENSE	FY2017 Final	FY2017 Revision 1
SALARY, FRINGE & CONTINGENCY		
Salary	1,253,286	1,302,171
Fringe	529,522	559,000
Salary Contingency (Overtime and Bonus)	20,000	20,000
Sick Time Trade	10,000	10,000
Subtotal	1,812,808	1,891,171
INDIRECT OPERATIONS & MAINTENANCE		
Indirect Costs	220,100	220,000
Subtotal	220,100	220,000
DIRECT OPERATIONS & MAINTENANCE		
653001, Communication and Education	66,800	66,800
661001, Long Range Planning	95,500	27,000
661004, Freight	300,000	300,000
661005, Bicycles and Pedestrians	35,200	63,625
661007, Performance Measurement (SHRP2 grant funds)	12,000	67,727
685001, Transportation Improvement Program	5,000	5,000
685002, Project Development Program	75,000	75,000
685004, CIM Implementation Grants	50,000	63,919
702001, Air Quality Outreach	45,455	45,455
720001, State Street Corridor		404,000
760001, Legislative Services	115,050	115,050
801001, Staff Development	40,000	40,000
820001, Committee Support	2,000	2,000
836001, Regional Travel Demand Model	30,000	30,000
838001, On-Board Transit Survey	56,868	56,868
842001, Congestion Management Process	90,000	110,000
860001, Geographic Information System Maintenance	41,700	41,700
990001, Direct Operations and Maintenance	103,500	127,700
Subtotal	1,164,073	1,641,844
TOTAL EXPENSE	3,196,981	3,753,015

REVENUE AND EXPENSE SUMMARY		
TOTAL REVENUE	3,196,981	3,753,015
LESS: TOTAL EXPENSES	3,196,981	3,753,015
REVENUE EXCESS/(DEFICIT)	0	0

**COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
FY2017 UNIFIED PLANNING WORK PROGRAM and Budget - REVISION 1
DIRECT EXPENSE SUMMARY (by year of expenditure)**

REVENUE	YEAR OF EXPENDITURE	
	FY2017	FY2018
GENERAL MEMBERSHIP		
Ada County	208,703	
Ada County Highway District	208,703	
Canyon Highway District No. 4	38,180	
Golden Gate Highway District No.3	4,959	
City of Boise	100,042	
City of Caldwell	23,201	
Canyon County	103,112	
City of Eagle	11,248	
City of Garden City	5,035	
City of Kuna	8,126	
City of Meridian	40,308	
City of Melba	251	
City of Middleton	3,342	
City of Nampa	40,061	
City of Notus	251	
City of Parma	930	
City of Star	3,593	
City of Wilder	723	
Subtotal	789,024	11,744
SPECIAL MEMBERSHIP		
Boise State University	7,950	
Capital City Development Corporation	7,950	
Department of Environmental Quality	7,950	
Idaho Transportation Department	7,950	
Valley Regional Transit	7,950	
Subtotal	39,750	-
GRANTS AND SPECIAL PROJECTS		
FHWA/FTA - Consolidated Planning Grants		
CPG - FY2016 K# 13495 Ada County	72,204	
CPG - FY2016 K# 13495 Canyon County	25,369	
CPG - FY2017 K# 13496 Ada County	971,873	
CPG - FY2017 K# 13496 Canyon County	341,469	
Sub Total CPG Grants	1,410,915	-
STP TMA - K# 12374, FY17 off-the-top funds for Planning	306,705	
STP TMA - K# 13047, <i>Communities in Motion</i> Update	36,840	
STP TMA - K# 13048, On Board Transit Survey	56,255	
FHWA - SHRP2 Implementation Assistance Program	42,726	
STP TMA - K# 18948, Freight Study	129,724	148,256
Subtotal	572,249	148,256
OTHER REVENUE SOURCES		
Idaho Department of Environmental Quality	25,000	
Ada County Air Quality Board	25,000	
Idaho Transportation Department, I-84 Detour Plan	50,000	
Ada County Highway District, I-84 Detour Plan	25,000	
Jamar Refund for bike/ped counters	13,180	
Interest Income	4,000	
Valley Regional Transit - State Street Grant (consultant costs)	176,000	228,000
Subtotal	318,180	228,000
TOTAL REVENUE; Dues, Federal Funds, and Other miscellaneous	3,130,118	388,000
Draw From Fund Balance (Future Regional Orthophotography)		65,000
Draw From Fund Balance (CIM Implementation Grants)	63,919	
Draw From Fund Balance (to fund revenue shortfall)	105,978	
TOTAL REVENUE, ALL RESOURCES	3,300,015	453,000

EXPENSE	YEAR OF EXPENDITURE	
	FY2017	FY2018
SALARY, FRINGE & CONTINGENCY		
Salary	1,302,171	
Fringe	559,000	
Salary Contingency (Overtime and Bonus)	20,000	
Sick Time Trade	10,000	
Subtotal	1,891,171	-
INDIRECT OPERATIONS & MAINTENANCE		
Indirect Costs	220,000	
Subtotal	220,000	-
DIRECT OPERATIONS & MAINTENANCE		
653001, Communication and Education	66,800	
661001, Long Range Planning	27,000	
661004, Freight	140,000	160,000
661005, Bicycles Pedestrians	63,625	
661007, Performanc Measurement (SHRP2 grant funds)	67,727	
685001, Transportatoin Improvement Program	5,000	
685002, Project Development Program	75,000	
685004, CIM Implementation Grants	63,919	
702001, Air Quality Outreach	45,455	
720001, State Street Corridor	176,000	228,000
760001, Legislative Services	115,050	
801001, Staff Development	40,000	
820001, Committee Support	2,000	
836001, Regional Travel Demand Model	30,000	
838001, On-Board Travel Survey	56,868	
842001, Congestion Management Process	110,000	
860001, Geographic Information System Maintenance	41,700	
990001, Direct Operations and Maintenance	62,700	65,000
Subtotal	1,188,844	453,000
TOTAL EXPENSE	3,300,015	453,000

REVENUE AND EXPENSE SUMMARY	YEAR OF EXPENDITURE	
	FY2017	FY2018
TOTAL REVENUE	3,300,015	453,000
LESS: TOTAL EXPENSES	3,300,015	453,000
REVENUE EXCESS/(DEFICIT)	0	0

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**COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
FY2017 UNIFIED PLANNING WORK PROGRAM and Budget - REVISION 1
EXPENSES BY WORK PROGRAM NUMBER AND FUNDING SOURCE**

WORK PROGRAM NUMBER	EXPENSES				FEDERAL FUNDING SOURCES									MATCH, LOCAL & OTHER FUNDING				TOTAL FUNDING SOURCES	
	Work Days	Labor & Indirect Cost	Direct Cost	Total Cost	FY16 CPG	FY16 CPG	FY17 CPG	FY17 CPG	STP-TMA	STP-TMA	FHWA	STP-TMA	STP-TMA	Total	Required Match	Local Funds/FB	Other Revenue		Total Local & Other
					Ada County K# 13495	Canyon County K# 13495	Ada County K# 13496	Canyon County K# 13496	Off The Top K# 12374	CIM K# 13047	no match K# 19175	On Board Transit K# 13048	Freight Study K# 18948	Federal Funds					
601001 UPWP/Budget Development and Federal Assurances	202	142,919	-	142,919			60,997	21,431	50,000					132,429	10,490			10,490	142,919
620001 Demographics and Growth Monitoring	88	56,200	-	56,200			12,635	4,439	35,000					52,075	4,125			4,125	56,200
620002 Development Monitoring	45	26,444	-	26,444				3,332	20,000					24,503	1,941			1,941	26,444
653001 Communication and Education Long Range Planning	257	134,908	66,800	201,708										-		201,708		201,708	201,708
661001 General Project Management	281	183,129	27,000	210,129	8,489	2,983	128,785	45,249		9,200				194,705	15,423			15,423	210,129
661002 SHRP2	10	6,158	-	6,158			4,223	1,484						5,706	452			452	6,158
661003 Roadways	33	19,824	-	19,824	1,264	444	5,521	1,940		9,200				18,369	1,455			1,455	19,824
661004 Freight	43	26,932	300,000	326,932			18,467	6,488					277,980	302,935	23,997			23,997	326,932
661005 Bicycles/Pedestrians	196	95,760	63,625	159,385	14,272	5,014	79,171	27,817		9,200				135,474	10,731	13,180		23,911	159,385
661006 Public Transportation	119	78,327	-	78,327	22,846	8,027	24,024	8,441		9,240				72,578	5,749			5,749	78,327
661007 Performance Measurement	44	29,396	67,727	97,123	16,194	5,690	21,106	7,415			42,726			93,130	3,993			3,993	97,123
661008 Bike Counter Management	36	16,036	-	16,036			10,996	3,863						14,859	1,177			1,177	16,036
Resource Development/Funding																			
685001 Transportation Improvement Program	412	233,817	5,000	238,817	2,057	723	134,534	47,269	36,705					221,288	17,529			17,529	238,817
685002 Project Development Program	52	36,061	75,000	111,061	2,057	723	74,096	26,034						102,909	8,152			8,152	111,061
685003 Grant Research and Development	140	88,739	-	88,739										-		88,739		88,739	88,739
685004 CIM Implementation Grants	19	13,263	63,919	77,182			9,094	3,195						12,289	973	63,919		64,892	77,182
TOTAL PROJECTS	1,977	1,187,912	669,071	1,856,983	67,178	23,603	586,980	206,236	141,705	36,840	42,726	-	277,980	1,383,249	106,189	354,366	13,180	473,735	1,856,983
701001 General Membership Services	79	51,617	-	51,617	2,057	723	33,336	11,713						47,828	3,789			3,789	51,617
702001 Air Quality Outreach	7	4,545	45,455	50,000										-		50,000		50,000	50,000
703001 General Public Services	29	17,710	-	17,710										-	17,710			17,710	17,710
705001 Transportation Liaison Services	67	49,536	-	49,536	2,057	723	31,909	11,211						45,900	3,636			3,636	49,536
720001 State Street Corridor	50	41,028	404,000	445,028			28,132	9,884						38,017	3,011	404,000		407,011	445,028
760001 Legislative Services	62	55,030	115,050	170,080										-		170,080		170,080	170,080
761001 Growth Incentives	2	1,541	-	1,541			1,428							1,428	113			113	1,541
TOTAL SERVICES	296	221,007	564,505	785,512	4,114	1,445	94,805	32,808	-	-	-	-	-	133,173	10,549	187,790	454,000	652,339	785,512
801001 Staff Development	145	93,941	40,000	133,941	912	320	90,930	31,948						124,110	9,831			9,831	133,941
820001 Committee Support	228	139,279	2,000	141,279			96,873	34,036						130,910	10,370			10,370	141,279
836001 Regional Travel Demand Model	208	146,746	30,000	176,746			73,092	25,681	65,000					163,773	12,973			12,973	176,746
838001 On-Board Transit Survey	22	14,698	56,868	71,566			7,443	2,615						66,313	5,253			5,253	71,566
842001 Congestion Management Process	40	27,065	110,000	137,065			-	-	25,079					25,079	1,987	110,000		111,987	137,065
860001 Geographic Information System Maintenance	509	280,522	41,700	322,222			25,732	9,543	74,921					110,196	23,651	188,375		212,026	322,222
TOTAL SYSTEM MAINTENANCE	1,152	702,252	280,568	982,820	912	320	294,070	103,824	165,000.00	-	-	56,255	-	620,380	64,065	188,375	110,000	362,440	982,820
990001 Direct Operations / Maintenance	-	-	127,700	127,700										-		127,700	4,000	127,700	127,700
991001 Support Services Labor	945	-	-	-										-		-		-	-
999001 Indirect Operations/Maintenance	-	-	-	-										-		-		-	-
TOTAL INDIRECT/OVERHEAD	945	-	127,700	127,700	-	-	-	-	-	-	-	-	-	-	-	123,700	4,000	127,700	127,700
G R A N D T O T A L	4,370	2,111,172	1,641,844	3,753,015	72,204	25,369	971,873	341,469	306,705.00	36,840	42,726	56,255	277,980	2,131,420	180,377	860,039	581,180	1,621,595	3,753,015

**COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
FY2017 UNIFIED PLANNING WORK PROGRAM and Budget - REVISION 1
DIRECT EXPENSE SUMMARY**

DESCRIPTION		TOTAL DIRECT	PROFESSIONAL SERVICES (830)	EQUIPMENT / SOFTWARE (834)	TRAVEL / EVENTS / EDUCATION (840)	PRINTING (860)	OTHER (863)	PUBLIC INVOLVEMENT (864)	MEETING SUPPORT (865)	LEGAL / LOBBYING (872)	FY2018 CARRY- FORWARD
653001	Communication and Education	66,800	16,700			5,500		44,600			
661001	Long Range Planning	27,000	25,000			500		1,500			2
661004	Freight	300,000	140,000								160,000
661005	Bicycles/Pedestrians	63,625	6,000	57,625							7
661007	Performance Measurement	67,727	67,727								5
685001	Transportation Improvement Program	5,000						5,000			
685002	Project Development Program	75,000	75,000								
685004	CIM Implementation Grants	63,919	63,919								10
702001	Air Quality Outreach	45,455	45,455								
720001	State Street Corridor	404,000	176,000								228,000
760001	Legislative Services	115,050			18,000		11,100			85,950	9
801001	Staff Development	40,000			40,000						
820001	Committee Support	2,000							2,000		
836001	Regional Travel Demand Model	30,000	15,000	15,000							
838001	On-Board Transit Survey	56,868	56,868								
842001	Congestion Management Process	110,000	110,000								6
860001	Geographic Information System Maintenance	41,700		40,500			1,200				
990001	Direct Operations / Maintenance	25,500		18,000	500				7,000		11
	990001 - Amazon 3 yr. License	15,000		15,000							11
	990001 - Ortho Project	65,000									65,000
	990001 - Transit Planning Software	22,200		22,200							11
GRAND TOTAL		1,641,844	797,669	168,325	58,500	6,000	12,300	51,100	9,000	85,950	453,000

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**COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
 FY2017 UNIFIED PLANNING WORK PROGRAM and Budget - REVISION 1
 INDIRECT OPERATIONS AND MAINTENANCE EXPENSE SUMMARY**

CATEGORY	ACCOUNT CODE	FY2017 Final	FY2017 Revision 1
Professional Services	930	32,500	32,500
Equipment Repair / Maintenance	936	500	500
Travel / Education	940	2,000	1,500
Publications	943	1,500	1,500
COMPASS Membership	944	12,000	12,000
Employee Professional Membership	945	7,000	7,000
Postage	950	900	1,000
Telephone	951	11,550	11,500
Building Maintenance and Reserve for Major Repairs	955	40,000	43,500
Printing	960	1,500	1,000
Advertising	962	2,000	2,000
Audit	970	16,000	16,000
Insurance	971	12,000	13,000
Legal Services	972	10,000	10,000
General Supplies	980	7,000	7,000
Computer Supplies	982	19,500	21,850
Computer Software / Maintenance	983	28,900	23,200
Commuting Incentive	990	250	450
Vehicle Maintenance	991	1,500	1,500
Utilities	992	11,000	10,500
Local Travel	993	1,000	1,000
Other / Miscellaneous	995	1,500	1,500
TOTAL		220,100	220,000

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**COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
FY2017 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	88	32	4	78	202
620001	Demographics and Growth Monitoring	CM	2	75	11	-	88
620002	Development Monitoring	CM	2	26	17	-	45
653001	Communication and Education	AL	10	13	234	-	257
	Long Range Planning	LI	-	-	-	-	-
661001	General Project Management	LI	44	187	50	-	281
661002	SHRP2	LI	1	7	2	-	10
661003	Roadways	LI	-	31	2	-	33
661004	Freight		-	40	3	-	43
661005	Bicycles/Pedestrians	TL	2	191	3	-	196
661006	Public Transportation		12	105	2	-	119
661007	Performance Measurement	CM	4	40	-	-	44
661008	Bike Counter Management	TL	-	36	-	-	36
	Resource Development/Funding	SM	-	-	-	-	-
685001	Transportation Improvement Program	TT	44	349	19	-	412
685002	Project Development Program	KP	10	42	-	-	52
685003	Grant Research and Development	KP	11	120	9	-	140
685004	CIM Implementation Grants	KP	4	15	-	-	19
TOTAL PROJECTS			234	1,309	356	78	1,977
701001	General Membership Services	SM	16	54	9	-	79
702001	Air Quality Outreach	AL	-	-	7	-	7
703001	General Public Services	AL	4	19	6	-	29
705001	Transportation Liaison Services	MS	31	21	15	-	67
720001	State Street Corridor	SM	35	6	9	-	50
760001	Legislative Services	MS	60	-	2	-	62
761001	Growth Incentives	SM	1	1	-	-	2
TOTAL SERVICES			147	101	48	-	296
801001	Staff Development	ML	36	78	21	10	145
820001	Committee Support	ML	34	74	10	110	228
836001	Regional Travel Demand Model	MW	50	158	-	-	208
838001	On-Board Transit Survey	MW	2	20	-	-	22
842001	Congestion Management Process	WS	5	35	-	-	40
860001	Geographic Information System Maintenance	EA	72	437	-	-	509
TOTAL SYSTEM MAINTENANCE			199	802	31	120	1,152
TOTAL DIRECT			580	2,212	435	198	3,425
991001	Support Services Labor	ML	340	88	25	492	945
TOTAL INDIRECT/OVERHEAD			340	88	25	492	945
TOTAL LABOR			920	2,300	460	690	4,370

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PROGRAM NO.	601	CLASSIFICATION:	Project		
TITLE: UPWP Budget Development and Monitoring					
TASK / PROJECT DESCRIPTION:		Monitor and amend, as necessary, the FY2017 Unified Planning Work Program and Budget (UPWP) and related transportation grants for the metropolitan planning organization (MPO). Develop and obtain COMPASS Board approval for the FY2018 UPWP. Attain compliance on all federal requirements of transportation planning implemented under applicable federal transportation bills.			
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:		The UPWP is a comprehensive work plan that coordinates federally funded transportation planning and transportation related planning activities in the region and identifies the related planning budget.			
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:		Federal Code 23 CFR § 450.314 -- Metropolitan transportation planning process: Unified planning work programs. (a) In Transportation Management Areas (TMA), the MPOs in cooperation with the state and operators of publicly owned transit shall develop UPWPs that meet the requirements of 23 CFR part 420, subpart A. Tasks are included to complete the following objectives in the COMPASS FY2015-2017 Strategic Plan: 2.1, evaluate the effective use of agency resources to provide the best value for members; 4.2, implement adopted plans; 4.3, establish a process for integrating tasks identified in <i>Communities in Motion</i> into the UPWP; and 4.4, update planning documents.			
FY2017 BENCHMARKS					
MILESTONES / PRODUCTS					
FY2017 UPWP			Ongoing As Needed		
Process and track revenues and expenditures for the FY2017 UPWP and related transportation grants. Process required state and local agreements and other required paperwork for transportation grants.					
Process and obtain Board approval of FY2017 UPWP revisions			As Needed As Needed		
Distribute revisions of the FY2017 UPWP to the Idaho Transportation Department for tracking purposes. Distribute revisions of the FY2017 UPWP to the Federal Highway Administration and the Federal Transit Administration for approval.					
FY2018 UPWP Development			Oct Nov-Jan Mar Apr		
Develop process and schedule for the FY2018 UPWP. Solicit membership input on possible transportation planning projects and associated needs for FY2018. Submit initial revenue assessment for FY2018 to the Finance Committee for input. Obtain Board approval on FY2018 general and special membership dues.					
Present FY2018 UPWP					
Present draft FY2018 UPWP to Finance Committee for input and feedback. Present draft FY2018 UPWP to Finance Committee for approval. Submit FY2018 UPWP to Board for adoption. Submit and obtain approval from Federal Highway Administration of FY2018 UPWP. Distribute FY2018 UPWP to the Idaho Transportation Department and Federal Transit Administration.					
Track federal requirements as related to Self-Certification			Ongoing		
Compliance with federal requirements.					
Track federal requirements as related to Transportation Improvement Program and the Regional Long-Range Transportation Plan			Ongoing Ongoing		
Document and prepare for Federal Certification Review. Monitor federal changes through the Federal Register.					
LEAD STAFF: Megan Larsen		Expense Summary			
END PRODUCT: FY2017 UPWP revisions, FY2018 UPWP, Self-Certification, and maximize funding opportunities.					
Total Workdays:				202	
Total Labor Cost:				\$ 142,919	
ESTIMATED DATE OF COMPLETION: September-2017		DIRECT EXPENDITURES:			
Funding Sources		Participating Agencies			
	Ada	Canyon	Special	Total	Member Agencies
CPG, k13495				-	Federal Highway Administration
CPG, k13496	60,997	21,431		82,428	Federal Transit Administration
STP-TMA, k12374			50,000	50,000	
STP-TMA, k13047					
SHRP2, k19175					
STP-TMA, k18948					
Local	5,047	1,773	3,670	10,490	
Total:	\$ 66,044	\$ 23,204		142,919	
		Total Direct Cost:		\$ -	
		Total Cost:		\$ 142,919	

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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. To develop population estimates by city, county, and highway district. Population estimates are developed each year for use in setting COMPASS member dues. The estimates are also posted on the COMPASS website and are used by many member agencies and citizens. Estimates are based on residential building permits and factored by vacancy rates and household sizes. Mapping and distribution of census data and support for member agencies for using census information, including for projects and grants.				
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 and enables local governments to receive a variety of federal program funds.				
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	<p>Federal Code 23 CFR § 450.322 (f) -- Long range plans require valid forecasts of future demand for transportation services that are based on existing conditions that can be included in the travel demand model. In updating the transportation plan, the MPO shall use the latest available estimates and assumptions for population, land use, travel, employment, congestion, and economic activity. "The metropolitan transportation plan shall, at a minimum, include (1) The projected transportation demand of persons and goods in the metropolitan planning area over the period of the transportation plan..."</p> <p>Tasks are included to complete the following <i>Communities in Motion</i> 2040 tasks:</p> <p>1.1.1.a. Annually monitor local land use plans and transportation agencies subarea and corridor plans; identify gaps in meeting goals of linking land use and transportation.</p> <p>2.1.1.c. Annually compile a development monitoring report.</p>				
FY2017 BENCHMARKS					
MILESTONES / PRODUCTS					
<p>Population and Employment Estimates Collect and geocode employment data from Idaho Department of Labor. Data collection and geocoding of building permits. Complete 2016 Development Monitoring Report. Complete 2017 population estimates and receive Board acceptance.</p> <p>Census Liaison/Clearinghouse Integrate Census data in related projects. Complete the Census Boundary and Annexation Survey (BAS). Develop census plan and coordinate stakeholder workgroup for the preparation for 2020 Census.</p> <p>Development Review Provide development and policy reviews and checklists. Conduct area of influence analysis.</p> <p>Development Tracking and Reconciliation Update preliminary plat files and other entitled development. Update vacant lot inventory. Conduct reconciliation and report to workgroup or committee.</p> <p>Demographics Support Provide refined demographics inputs for the land use allocation demonstration model. Integrate Census data in related projects. Respond to member requests for census data.</p>					<p>Oct-Jan Ongoing Feb Apr</p> <p>Ongoing Apr Summer</p> <p>Ongoing Ongoing</p> <p>Ongoing May Summer</p> <p>Oct - Mar Ongoing Ongoing</p>
LEAD STAFF: Carl Miller				Expense Summary	
END PRODUCT: Six products: 1) 2017 Population estimates by jurisdiction; 2) 2016 Employment estimates by jurisdiction; 3) Census clearinghouse for COMPASS and member agency planning; 4) A Census Advisory Workgroup and workplan to lead preparation of the 2020 Census; 5) Development reviews, area of influence analysis, and other local land use support; and 6) Annual reconciliation of the CIM 2040 Vision with entitled developments.				Total Workdays: 133	
				Salary \$ 52,066	
				Fringe 21,487	
				Overhead 9,091	
				Total Labor Cost: \$ 82,644	
ESTIMATED DATE OF COMPLETION: September-2017				DIRECT EXPENDITURES:	
Funding Sources				Participating Agencies	
	Ada	Canyon	Special	Total	Member Agencies
CPG, k13495				-	
CPG, k13496	15,967	5,610		21,577	
STP-TMA, k12374			55,000	55,000	
STP-TMA, k13047					
SHRP2, k19175					
STP-TMA, k18948					
Local	1,502	528	4,038	6,067	
Total:	\$ 17,469	\$ 6,138	\$ 59,038	82,644	
					620
					Total Cost: \$ 82,644

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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 managing the ongoing COMPASS education series, the annual COMPASS 101 workshop, periodic Board workshops, and the Leadership in Motion awards program; writing the annual report, <i>Keeping Up With COMPASS</i> newsletter, brochures, web content, news releases, and other documents; supporting the Public Participation Workgroup and representing COMPASS at open houses and other events.				
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	The Communication and Education program helps COMPASS facilitate public involvement in, and understanding of, transportation and related planning efforts by planning and implementing an integrated communications/education and public involvement strategy.				
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	<p>Federal Code 23 CFR § 450.316 requires public input and involvement in metropolitan planning organization planning activities. Public involvement for specific programs (e.g., Regional Transportation Improvement Program, regional long-range transportation plan [<i>Communities in Motion</i>]) is planned/budgeted under those programs. The Communication and Education task supports that outreach and involvement through developing /updating the COMPASS <i>Integrated Communication Plan</i> and Public Involvement Plan every three years, coordinating outreach efforts, and providing more general (non-program specific) opportunities for the public to learn about transportation, planning, financial, and related issues to provide the background to assist the public in becoming involved in COMPASS programs and projects.</p> <p>Tasks are included to complete the following objectives in the COMPASS FY2015-2017 Strategic Plan: Objective 1.2, Implement Integrated Communication Plan; Objective 3.2, Facilitate the Sharing of Data and Information; and Objective 4.2, Implement Adopted Plans.</p>				
FY2017 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
Complete update of COMPASS Strategic Plan for adoption in December 2016.					Oct - Dec
Develop tools such as electronic and print materials designed for most effective means of communication					
Maintain and enhance COMPASS social media channels (Facebook, blog, Twitter, YouTube, Flickr).					Ongoing
Continually update COMPASS website to keep content up to date; continue to track COMPASS website traffic.					Ongoing
Develop FY2017 annual report.					Jul-Sep
Write and distribute monthly update handout.					Ongoing
Write and distribute monthly Keeping Up With COMPASS newsletter.					Ongoing
Use results of FY2015 random household survey to evaluate success and continually improve programs.					Ongoing
Education and community outreach					
Develop and implement FY2017 public education series to include four speakers; focus on new issues from the FAST Act.					Ongoing
Support and collaborate with other agencies' outreach and education efforts and programs.					Ongoing
Participate in community events to share planning-related information.					Ongoing
Attend/support member agencies at public meetings.					Ongoing
Manage/support <i>Leadership in Motion</i> awards program.					Fall
Plan and host annual "COMPASS 101" workshop.					Jan - Feb
Sponsor "Look! Save a Life" bicycle/pedestrian safety campaign (coordinated through the City of Boise Police Department).					Spring
Transportation Funding Outreach Campaign ("Don't Let the Treasure Valley Fall through the Cracks")					
Promote the need for increased transportation funding/funding options through paid and earned media, social media, education series, etc.					Ongoing
Access Management Brochure for Businesses					
Research local effects of access management on businesses and develop outreach brochure for members to share.					Jan - Jun
LEAD STAFF:	Amy Luft				
END PRODUCT:	Public involvement in, and understanding of, transportation planning and related issues.				
					Expense Summary
					Total Workdays: 257
					Salary \$ 84,992
					Fringe 35,076
					Overhead 14,840
					Total Labor Cost: \$ 134,908
ESTIMATED DATE OF COMPLETION:					September-2017
Funding Sources				Participating Agencies	
	Ada	Canyon	Special	Total	
CPG, k13495				\$ -	Highway Districts
CPG, k13496					Member Agencies
STP-TMA, k12374					Federal Highways Administration
STP-TMA, k13047					Idaho Transportation Department
SHRP2, k19175					Valley Regional Transit
STP-TMA, k18948			201,708	201,708	Department of Environmental Quality
Local					Ada County Air Quality Board
Total:	\$ -	\$ -		\$ 201,708	
					Professional Services \$ 16,700
					Legal / Lobbying
					Equipment Purchases
					Travel / Education
					Printing 5,500
					Public Involvement 44,600
					Meeting Support
					Other
					Total Direct Cost: \$ 66,800
					653 Total Cost: \$ 201,708

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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 prepares a regional long-range transportation plan, <i>Communities in Motion</i> (CIM), for Ada and Canyon Counties. This task also incorporates implementation support for the adopted long-range transportation plan and ongoing long range planning activities.				
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, REFERENCE TO STRATEGIC PLAN:	Federal Code 23 CFR § 450 "Fixing America's Surface Transportation Act" (FAST Act) requires that the regional long-range transportation plan be updated every four years in areas with more than 200,000 people or with air quality issues. Since the area meets the test on both criteria, a new plan has to be adopted by 2019. 23 USC 150-- establishes national goals and a performance program, in consultation with stakeholders, including metropolitan planning organizations. The purpose is to provide a means to the most efficient investment of federal transportation funds. Tasks are included to complete the following objectives in the COMPASS FY2015-2017 Strategic Plan: 3.2., facilitate the sharing of data and information; 4.1, lead a process to coordinate local land use planning, transportation planning, and development; 4.2, implement adopted plans; 4.3, establish a process for integrating tasks identified in CIM into the UPWP; and, 4.4, update planning documents.				
FY2017 BENCHMARKS					
MILESTONES / PRODUCTS					
661001 General Project Management Complete SHRP2 grant work, documentation, and draft the case study. Update functional classification map. Compile transportation system options ("strategies"). Facilitate environmental review process. Evaluate potential long term air quality impacts. Prepare materials for public outreach process and tool. Draft plan chapters and supporting documents.					Oct-Sept
661002 SHRP2 Complete SHRP2 grant work, documentation, and case study.					Oct-Sept
661003 Roadways Determine current and projected transportation demand of vehicles. Map and summarize to identify potential trade offs. Prepare cost estimates for components.					Oct-Sept
661004 Freight Administer Freight Study consultant contract. Identification of freight transfer centers and generators, Industrial Lands Inventory, Freight Stakeholder Interviews, Commodity Flow Evaluation. Data processing and mapping. Determine current and projected freight needs. Host Freight and Land Use Workshop.					Oct-Sept
661005 Bicycle and Pedestrian Stakeholder Coordination: Active Transportation Workgroup, support local municipality bicycle and pedestrian committees/FACTS. Planning, Analysis, and Decision Support: Conduct Rail With Trail project. Develop the CIM 2040 2.0 Regional Bike and Pedestrian plan. Data Collection: Bike/Ped Counting Program. Install additional portable counters. Strava data Update.					Oct-Sept
661006 Public Transportation Refine cost assumptions and develop planning level cost estimates for operating and capital costs estimate. Develop criteria for service prioritization and develop a master list of investments in priority categories. Data development for online dashboard. Participation in development of and implementation of MAP-21 rule making. Select consultant to develop calibrated cost estimation calculator. Develop planning-level cost estimates for components (public transportation is separate). Conduct cross-prioritization of CIM 2040 2.0 projects.					Oct-Sept
661007 Performance Measurement Finalize the performance measure framework (PMF). Use PMF to analyze performance outcomes of groups of potential projects to meet future needs. Provide performance data on COMPASS dashboard, work on new dashboard format with GIS staff.					Oct-Sept
661008 Bike Counter Management Install additional portable counters; manage program with member agencies. Update Strava data. Manage permanent counter program.					Oct-Sept
LEAD STAFF:	Liisa Itkonen				Expense Summary
END PRODUCT:	Completed roadway, freight, public transportation, and bicycle/pedestrian components; draft of compiled future transportation system for <i>Communities in Motion 2040 2.0</i> ; Regional Bicycle and Pedestrian Plan; SHRP2 Grant completion.				
ESTIMATED DATE OF COMPLETION: September-2017					Total Workdays: 762
					Salary \$ 287,004
					Fringe 118,446
					Overhead 50,112
					Total Labor Cost: 455,562
Funding Sources					DIRECT EXPENDITURES:
				Participating Agencies	Professional Services \$ 238,727
	Ada	Canyon	Special	Total	Legal / Lobbying
CPG, k13495	\$ 63,065	\$ 22,158		\$ 85,223	Equipment Purchases 57,625
CPG, k13496	292,292	102,697		394,989	Travel / Education
STP-TMA, k12374			36,800	36,800	Printing 500
STP-TMA, k13047			42,726	42,726	Public Involvement 1,500
SHRP2, k19175			277,980	277,980	Meeting Support
STP-TMA, k18948			13,180	76,196	Other
Local	46,632	16,384	13,180	76,196	FY2018 Carry Forward \$ 160,000
Total:	\$ 401,989	\$ 141,239	\$ 370,686	\$ 913,914	Total Direct Cost: \$ 458,352
					661 Total Cost: \$ 913,914

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PROGRAM NO.	685			CLASSIFICATION:	Project	
TITLE:	Resource Development/Funding					
TASK / PROJECT DESCRIPTION:	Develop a FY2018-2022 Regional Transportation Improvement Program (TIP) for Ada and Canyon Counties that complies with all federal, state, and local regulations and policies for the purpose of funding transportation projects. Process amendments and provide project tracking and monitoring for the FY2017-2021 TIP. Staff, with consultant assistance, will assist member agencies in taking project ideas and translating them into well-defined projects with cost estimates, purpose and need statements, environmental scans and public information plans. New projects will be prepared for the ITD chartering process to ensure readiness for state and federal funding. Grant research, development and grant administration will be done to secure additional funding into the region. CIM Implementation Grants will be awarded to member agencies after appropriate outreach, prioritization and contract due diligence.					
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	Implement requested projects by member agencies, and leverage local dollars. Well defined and scoped projects with accurate project costs and schedules allow grant applications to be strong, linked closely with CIM 2040 goals and performance measures, and increase probability of funded projects to be delivered on time and on budget. These efforts provide the necessary federal documentation for member agencies to obtain federal funding for transportation projects. Staff provides assistance to member agencies to ensure projects are meeting deadlines and do not lose federal funding through project monitoring and committee participation.					
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	<p>The task is designed to help identify additional revenue sources for member agencies to assist in funding improvements and on-going maintenance of the transportation system; also assists member agencies in implementing the regional long-range transportation plan, <i>Communities in Motion</i>, and the annual Transportation Improvement Program (TIP). Under Federal Code 12 CFR § 450.306. Federal Code 23 CFR § 450.324 --COMPASS is required to develop a TIP in cooperation with ITD and public transit operators. Certain additional requirements are required in the Boise Urbanized Area because it is considered to be a Transportation Management Area (TMA). The TIP is required to be updated at least every four years; however, COMPASS follows the update cycle of ITD's Idaho Transportation Investment Program (ITIP), which is updated annually. All projects receiving federal funding must be consistent with the regional long-range transportation plan. The TIP is tied to the Air Quality Conformity Demonstration to ensure funded projects do not violate budgets set in the State Implementation Plan (SIP) (the document that sets air quality budgets for the State of Idaho). The TIP is also scrutinized in the Certification Review.</p> <p>Tasks are included to complete the following objectives in the COMPASS FY2015-2017 Strategic Plan: 4.2, Implement adopted plans; and 4.4, Update planning documents.</p>					
FY2017 BENCHMARKS						
MILESTONES / PRODUCTS						
685.101 Transportation Improvement Program Solicit projects for the FY2018-2022 Regional Transportation Improvement Program. Prioritize projects for the FY2018-2022 Project List. Develop the final FY2018-2022 Regional Transportation Improvement Program. Update Federal-Aid Map for FY2017-2021 Regional Transportation Improvement Program. Monitor and track FY2017-2021 Regional Transportation Improvement Program. Revise application and outreach process. Provide assistance to Valley Regional Transit (VRT).					Oct-Sept	
685.102 Project Development Program Member outreach- revise application process. Solicit projects needing project development. Develop projects and build consensus on project outcomes. Consultant management. Project management/Planning. Report creation and dissemination.					Oct-Sept	
685.103 Grant Research and Development Follow-up quarterly with sponsors to maintain needs list and unfunded project portfolio. Update member needs list. Monitor grant sources, share grant information. Seek grants to match portfolio and other member needs. Write/assist member agencies with grant application(s)- TIGER/FASTLANE/CDBG.					Oct-Sept	
685.104 CIM Implementation Grants Member outreach- revise application process. Solicit project applications. Prioritize applications. Contract and project development. Project management.					Oct-Sept	
LEAD STAFF:	Toni Tisdale				Expense Summary	
END PRODUCT: Pre-concept reports including purpose and need statement, public involvement plan, environmental scan, planning level design sketches of early alternatives, and cost estimates. Grant applications. CIM Implementation grants/ member projects.					Total Workdays: 623	
					Salary \$ 234,284	
					Fringe 96,689	
					Overhead 40,907	
					Total Labor Cost: \$ 371,879	
ESTIMATED DATE OF COMPLETION:				September-2017		
Funding Sources				Participating Agencies		
	Ada	Canyon	Special	Total	Member Agencies	
CPG, k13495	\$ 4,114	\$ 1,446		\$ 5,560		
CPG, k13496	217,724	76,498		294,222		
STP-TMA, k12374			36,705	36,705		
STP-TMA, k13047						
SHRP2, k19175						
STP-TMA, k18948						
Local/FB	19,723	6,930	152,658	179,311		
Total:	\$ 241,561	\$ 84,873		\$ 515,798		
					685	Total Cost: \$ 515,798

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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 support to agency projects.				
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	This service can promote implementation of the regional long-range transportation plan. COMPASS staff are engaged in the members' studies and can become more familiar with their assumptions and recommendations. Use of consistent data and methodologies in the various studies and plans conducted by member agencies is beneficial to the region as well.				
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	<p>There are no federal or state requirements concerning provision of services to member agencies. There are no certification review comments, corrective actions or recommendations related to this program. Member support can provide assistance to agencies fulfilling activities related to <i>Communities in Motion 2040</i>, air quality evaluations, and more detailed transportation planning activities such as corridor studies.</p> <p>Tasks are included to complete the following objectives in the COMPASS FY2015-2017 Strategic Plan: 3.1, Establish quarterly meetings with member agency staff to enhance communication outside a formal committee structure; and 3.2, Facilitate the sharing of data and information.</p>				
FY2017 BENCHMARKS					
MILESTONES / PRODUCTS					
<p>Provide general assistance to member agencies as requested in the areas of:</p> <p>Specific assistance determined when member agency requests are received, may include:</p> <ul style="list-style-type: none"> Geographic Information Systems (GIS) (maps, data, and analyses). Data and travel demand modeling. Demographic, development, and related information. Traffic counts and related information. Other various requests as budget allows. <p>Specific requested assistance:</p> <p>City of Nampa Transportation Plan- requested through UPWP- RTAC recommended.</p>					Ongoing
LEAD STAFF: Sabrina Minshall					Expense Summary
END PRODUCT: Data, mapping, and modeling assistance to COMPASS members. Support for member agency studies and planning activities.					Total Workdays: 79
					Salary \$ 32,519
					Fringe 13,420
					Overhead 5,678
					Total Labor Cost: \$ 51,617
ESTIMATED DATE OF COMPLETION: September-2017					DIRECT EXPENDITURES:
Funding Sources				Participating Agencies	
	Ada	Canyon	Special	Total	Member Agencies
CPG, k13495	\$ 2,057	\$ 723		\$ 2,780	Professional Services \$ -
CPG, k13496	33,336	11,712		45,048	Legal / Lobbying
STP-TMA, k12374					Equipment Purchases
STP-TMA, k13047					Travel / Education
SHRP2, k19175					Printing
STP-TMA, k18948					Public Involvement
Local	2,804	985		3,789	Meeting Support
					Other
Total:	\$ 38,197	\$ 13,420		\$ 51,617	Total Direct Cost: \$ -
					701 Total Cost: \$ 51,617

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PROGRAM NO.	702			CLASSIFICATION:	Service
TITLE:	Air Quality Outreach				
TASK / PROJECT DESCRIPTION:	The Air Quality Outreach project will support the Idaho Department of Environmental Quality (DEQ) and the Air Quality Board in their outreach efforts regarding air quality in the Treasure Valley through managing a contract to cover the airing of television public service announcements.				
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	Air quality has been an ongoing issue in the Treasure Valley for over 30 years. While many steps have been taken to limit the release of air quality pollutants, individual behaviors must also change to achieve an improvement, or even a lack of degradation, in air quality. Outreach and education on air quality issues and steps individuals can take to curb individual air quality emissions are necessary to bring about this change.				
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	COMPASS will assist DEQ and the Air Quality Board in fulfilling requirements for outreach and education as outlined in Title 39, Section 116B of Idaho code, which states, (1) The board shall...provide for the implementation of a motor vehicle inspection and maintenance program...[and]...provide for: ...(g) A fee, bond or insurance which is necessary to carry out the provisions of this section and <u>to fund an air quality public awareness and outreach program.</u> (http://www.legislature.idaho.gov/idstat/Title39/T39CH1SECT39-116B.htm).				
FY2017 BENCHMARKS					
MILESTONES / PRODUCTS					
Public Service Announcements Work with service provider to purchase radio and television air time for public service announcements.					Ongoing
LEAD STAFF: Amy Luft					
END PRODUCT: Increased public understanding of air quality issues and an individual's role in curbing air emissions, through assisting DEQ and the Air Quality Board in reaching out to the public via public service announcements.					Expense Summary
					Total Workdays: 7
					Salary \$ 2,864
					Fringe 1,182
					Overhead 500
					Total Labor Cost: \$ 4,545
ESTIMATED DATE OF COMPLETION:				September-2017	
Funding Sources				Participating Agencies	
	Ada	Canyon	Special	Total	Department of Environmental Quality
CPG, k13495				\$ -	Ada County Air Quality Board
CPG, k13496					
STP-TMA, k12374					
STP-TMA, k13047					
DEQ			25,000	25,000	
AQB			25,000	25,000	
Local					
Total:	\$ -	\$ -		\$ 50,000	
					DIRECT EXPENDITURES:
					Professional Services \$ 45,455
					Legal / Lobbying
					Equipment Purchases
					Travel / Education
					Printing
					Public Involvement
					Meeting Support
					Other
					Total Direct Cost: \$ 45,455
					702 Total Cost: \$ 50,000

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PROGRAM NO.	703			CLASSIFICATION:	Service	
TITLE:	General Public Services					
TASK / PROJECT DESCRIPTION:	To provide data, mapping, demographic, and other assistance to the public and non-member entities, as appropriate. For some products, such as maps, there is a charge for the product. When data or other information 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 provides a number of products to the public and other entities: demographic data, development information, traffic counts and projections, maps, and geographic information system analyses.					
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	This task supports the COMPASS Strategic Plan goal of "Planning Excellence and Collaboration" and Strategic Plan Objective 3.2, "Facilitate the sharing of data and information" by sharing technical data and products with the public and other entities to assist in regional collaboration and help ensure all entities are using consistent data and information in their planning efforts.					
FY2017 BENCHMARKS						
MILESTONES / PRODUCTS						
<u>Provide assistance to public and non-member entities, as requested, in the areas of:</u> Specific assistance determined when requests are received, may include: Geographic Information Systems (GIS) (maps, data, and analyses). Data and travel demand modeling. Demographic, development, and related information. Traffic counts and related information. Other various requests as budget allows.					Ongoing	
LEAD STAFF:	Amy Luft				Expense Summary	
END PRODUCT:	Information assistance to the general public.					
					Total Workdays:	29
					Salary	\$ 11,157
					Fringe	4,605
					Overhead	1,948
					Total Labor Cost:	\$ 17,710
ESTIMATED DATE OF COMPLETION: September-2017						
Funding Sources				Participating Agencies		
	Ada	Canyon	Special	Total	Member Agencies	
CPG, k13495				\$ -	Professional Services	
CPG, k13496					Legal / Lobbying	
STP-TMA, k12374					Equipment Purchases	
STP-TMA, k13047					Travel / Education	
SHRP2, k19175					Printing	
STP-TMA, k18948					Public Involvement	
Local			17,710	17,710	Meeting Support	
					Other	
Total:	\$ -	\$ -		\$ 17,710	Total Direct Cost:	\$ -
					703	Total Cost: \$ 17,710

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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 ensures staff representation and coordination with membership on transportation-related planning. Requests that exceed four days may require Board approval of a new work program.		
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	Achieve better inter-jurisdictional coordination of transportation and land use planning. Documentation of other significant transportation planning projects occurring within the Treasure Valley through the Unified Planning Work Program and Budget.		

FY2017 BENCHMARKS **MILESTONES / PRODUCTS**

Attend member agency meetings and coordinate transportation-related planning activities with member agencies.	Ongoing
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LEAD STAFF: Matt Stoll	Expense Summary
END PRODUCT: Ongoing staff liaison role to member agencies.	
	Total Workdays: 67
	Salary \$ 31,208
	Fringe 12,879
	Overhead 5,449
	Total Labor Cost: \$ 49,536

ESTIMATED DATE OF COMPLETION: September-2017					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, k13495	\$ 2,057	\$ 723		\$ 2,780		
CPG, k13496	31,909	11,211		43,120		
STP-TMA, k12374						
STP-TMA, k13047						
SHRP2, k19175						
STP-TMA, k18948						
Local	2,691	945		3,636		
Total:	\$ 36,657	\$ 12,879		\$ 49,536		
					Total Direct Cost: \$ -	
					705 Total Cost: \$ 49,536	

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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 on the of 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, REFERENCE TO STRATEGIC PLAN:	Federal Code 23 CFR 450.318 -- The tasks fulfill more FHWA and FTA goals and direction by focusing on linking traffic, transit, and land development in a stronger relationship than has been done previously in the Treasure Valley. Long-term change in the corridor are included in <i>Communities in Motion</i> .				
FY2017 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).					Ongoing
Manage procurement process and provide project management for consultant contract and project management team (PMT) on FTA pilot project for transit oriented land use development.					Dec 2016- Sep-17
Work with project partners to produce final draft of 2011-2016 Project Report.					Jan-Mar 2017
Work with project partners to prepare final draft of 2017-2021 State Street Corridor MOU.					Jan-Mar 2017
Work with project partners to present and encourage participation on 2017-2021 State Street Corridor MOU.					Mar-Aug 2017
Work with project partners to seek additional funding opportunities for projects to implement the State Street TTOP.					Jan-Sept 2017
Communication support for effort.					Dec -Sept 2017
LEAD STAFF: Sabrina Minshall					
END PRODUCT: 2011-2016 Status Report; 2017-2021 MOU; TOD Land Use Implementation Plan per FTA Grant submittal					
					Expense Summary
					Total Workdays: 50
					Salary \$ 25,848
					Fringe 10,667
					Overhead 4,513
					Total Labor Cost: \$ 41,028
ESTIMATED DATE OF COMPLETION: September-2018					
Funding Sources				Participating Agencies	
	Ada	Canyon	Special	Total	Ada County Member Agencies
CPG, k13495				\$ -	
CPG, k13496	28,132	9,884		38,016	
STP-TMA, k12374					
STP-TMA, k13047					
SHRP2, k19175					
STP-TMA, k18948					
Local	2,229	783	404,000	407,012	
Total:	\$ 30,361	\$ 10,667		\$ 445,028	
					DIRECT EXPENDITURES:
					Professional Services \$ 176,000
					Legal / Lobbying
					Equipment Purchases
					Travel / Education
					Printing
					Public Involvement
					Meeting Support
					FY2018 Carry Forward 228,000
					Total Direct Cost: \$ 404,000
					720 Total Cost: \$ 445,028

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

FY2017 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 FY2016 legislative session Obtain Board endorsement of FY2017 legislative priorities Educate and advocate on FY2017 legislative priorities Evaluate possible legislative priorities for FY2017 legislative session 	<p>Oct-Nov Nov-Dec Dec-Apr May-Sep</p>

LEAD STAFF: Matt Stoll					Expense Summary	
END PRODUCT: An effective advocacy program for legislative issues and positions that have been approved by the Board.					Total Workdays: 62	
					Salary	\$ 34,669
					Fringe	14,308
					Overhead	6,053
					Total Labor Cost:	\$ 55,030
ESTIMATED DATE OF COMPLETION: September-2017					DIRECT EXPENDITURES:	
Funding Sources				Participating Agencies		
	Ada	Canyon	Special	Total	Member Agencies	
CPG, k13495				\$ -	Professional Services	
CPG, k13496					Legal / Lobbying	
STP-TMA, k12374					Equipment Purchases	
STP-TMA, k13047					Travel / Education	
SHRP2, k19175					Printing	
STP-TMA, k18948					Public Involvement	
Local			170,080	170,080	Meeting Support	
Total:	\$ -	\$ -		\$ 170,080	Other	
					Total Direct Cost: \$ 115,050	
					760	Total Cost: \$ 170,080

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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 workgroup or committees.						
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	This service can promote linkage of the regional long-range transportation plan and local land use planning, as well as provide necessary information to land use agencies for evaluating policies, plans, and strategies for developing the employment market.						
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	Several <i>Communities in Motion</i> 2040 goals and objectives support this program, including: Goal 2.3 "Encourage infill development and more compact growth near community identified activity centers." Goal 4.1 "Promote land use patterns that provide Treasure Valley residents with safe, reliable, and cost efficient infrastructure services." Goal 6.1 "Develop a regional transportation system that connects communities, provides access to employment centers, and provides efficient truck, rail, and/or air freight movement throughout the Treasure Valley" Objective 6.1.3 "Maintain adequate land for industrial uses near freight routes and transfer centers."						
FY2017 BENCHMARKS							
MILESTONES / PRODUCTS							
Policy Analysis Evaluate growth incentive policies (best practices, legal requirements). Review strategies with stakeholders and development community. Report to workgroup/committee and identify pilot study.					Oct-Sept Jan-Mar Oct-Sept		
LEAD STAFF: Sabrina Minshall				Expense Summary			
END PRODUCT: The policy analysis would work with land use and transportation agencies in identifying growth incentive strategies that could be implemented locally to meet the <i>Communities in Motion 2040</i> Vision by encouraging infill, redevelopment, and Major Activity Centers. Future fiscal years would measure the efficacy of these strategies and their overall impact on the multimodal transportation system.				Total Workdays: 2			
				Salary \$ 971			
				Fringe 401			
				Overhead 170			
				Total Labor Cost: \$ 1,541			
ESTIMATED DATE OF COMPLETION: September-2018				DIRECT EXPENDITURES: Professional Services \$ - Legal / Lobbying Equipment Purchases Travel / Education Printing Public Involvement Meeting Support Other Total Direct Cost: \$ - Total Cost: \$ 1,541			
Funding Sources			Participating Agencies				
	Ada	Canyon	Special			Total	Ada County Member Agencies
CPG, k13495						\$ -	
CPG, k13496	1,428					1,428	
STP-TMA, k12374							
STP-TMA, k13047							
SHRP2, k19175							
STP-TMA, k18948							
Local	113			113			
Total:	\$ 1,541	\$ -		\$ 1,541	761		

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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 the best practices and activities nationally.				
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	The activities of the task are part of the overall continuous process to enhance technical and professional capacity. It is important that staff be informed and educated on new regulations and practices to develop and maintain a responsive transportation program.				
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	<p>There are no federal or state requirements concerning provision of staff training; however, COMPASS provides staff with opportunities for training and education. Training examples include attending workshops and conferences sponsored by Federal Highway Administration, National Association of Regional Councils, American Planning Association, Western Planners, Association of Metropolitan Planning Organizations and the Transportation Research Board, etc. to keep staff well informed.</p> <p>Tasks are included to complete the following objectives in the COMPASS FY2015-2017 Strategic Plan: 2.2, Increase knowledge and skill sets of existing staff to remain on the cutting edge of best practices and technologies in planning and related fields; 2.3, Develop and promote leadership skills and professional development for COMPASS Board members and staff; and 4.2, Implement adopted plans.</p>				
FY2017 BENCHMARKS					
MILESTONES / PRODUCTS					
Staff training and development.					Ongoing
LEAD STAFF: Megan Larsen END PRODUCT: Maintain staff knowledge of federal grant requirement needs and changes and build a strong team through national and local seminars, workshops, conferences, and educational classes.					Expense Summary Total Workdays: 145 Salary \$ 59,183 Fringe 24,425 Overhead 10,334 Total Labor Cost: \$ 93,941
ESTIMATED DATE OF COMPLETION: September-2017					DIRECT EXPENDITURES:
Funding Sources				Participating Agencies	
	Ada	Canyon	Special	Total	
CPG, k13495	\$ 912	\$ 320		\$ 1,232	Federal Highway Administration
CPG, k13496	90,930	31,948		122,878	Federal Transit Administration
STP-TMA, k12374					
STP-TMA, k13047					
SHRP2, k19175					
STP-TMA, k18948					
Local	7,275	2,556		9,831	
Total:	\$ 99,116	\$ 34,824		\$ 133,941	
					Professional Services \$ - Legal / Lobbying Equipment Purchases Travel / Education 40,000 Printing Public Involvement Meeting Support Other Total Direct Cost: \$ 40,000
					801 Total Cost: \$ 133,941

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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, REFERENCE TO STRATEGIC PLAN:	COMPASS Joint Powers Agreement states, Section 6. Articles of Reformation and Organization of a Nonprofit Association Part 6.1.7 (K) Open Meeting Law: All meetings of the Board of Directors shall be governed under the provisions of what is known as the "Open Meeting Law" including any amendments and/or recodification of said law that is presently codified at Idaho Code § 67-2340-2345.							
FY2017 BENCHMARKS								
MILESTONES / PRODUCTS						Ongoing		
Provide meeting coordination, materials, and follow-up to the Board and standing committees.								
LEAD STAFF:	Megan Larsen					Expense Summary		
END PRODUCT:	Ongoing support of committees to promote involvement and communication.					Total Workdays: 228		
						Salary	\$ 87,746	
						Fringe	36,213	
						Overhead	15,321	
						Total Labor Cost:	\$ 139,279	
ESTIMATED DATE OF COMPLETION:	September-2017					DIRECT EXPENDITURES:		
Funding Sources				Participating Agencies			Professional Services	\$ -
	Ada	Canyon	Special	Total	Member Agencies			
CPG, k13495				\$ -	Legal / Lobbying			
CPG, k13496	96,873	34,036		130,909	Equipment Purchases			
STP-TMA, k12374					Travel / Education			
STP-TMA, k13047					Printing			
SHRP2, k19175					Public Involvement			
STP-TMA, k18948					Meeting Support			
Local	7,674	2,696		10,370	Other			
Total:	\$ 104,547	\$ 36,732		\$ 141,279	820	Total Direct Cost:	\$ 2,000	
						Total Cost:	\$ 141,279	

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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 to maintain it as a useful tool in many planning activities. It also provides vital information for the required process of air quality conformity demonstration and all benefit-cost evaluations.					
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 of proposed developments and traffic impact studies, provide area of influence, and respond to various special member requests.					
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	Federal Code 23 CFR § 450.322 (f) -- "Long-range transportation plans require valid forecasts of future demand for transportation services which are provided by a travel demand model. Outputs from the model are also necessary for transportation conformity determinations of the TIP and long-range plan and evaluating the impacts of alternative transportation investments. In updating the transportation plan, the MPO shall use the latest available estimates and assumptions for population, land use, travel, employment, congestion, and economic activity. "The metropolitan transportation plan shall, at a minimum, include (1) The projected transportation demand of persons and goods in the metropolitan planning area over the period of the transportation plan...."					
FY2017 BENCHMARKS						
MILESTONES / PRODUCTS						
Key Elements						
Maintain and update traffic count database.					Ongoing	
Maintain the structure and integrity of the regional travel demand model for air quality conformity and use in TREDIS.					Ongoing	
Provide travel demand modeling assistance to support member agency needs and special projects.					Ongoing	
Maintain the input and output files for air quality conformity process and model (MOVES) and conduct conformity for regional TIP and/or long range transportation plan.					Mar - Jul	
Provide project and program evaluations using TREDIS (Transportation Economic Development Impact System) for grant applications and per member agency needs.					Ongoing	
Reconcile demographic data and integrate in the current and all forecast years of the regional model.					Apr - Jun	
CIM 2040 2.0 support						
Use the regional travel demand model to provide current and projected vehicle demand.					Oct - Feb	
Use the regional travel demand model to analyze potential future public transportation service.					Oct - Nov	
Use the regional travel demand model to inform bike and ped implementation and planning efforts.					Oct - Feb	
Use the regional travel demand model to conduct a full/complete transportation system evaluation.					Mar - May	
Update planning functional classification map.					Nov - Feb	
Special Tasks and Model Improvements						
Refine land use allocation demonstration model, calibrate with local data and integrate into the regional model structure.					Oct - Mar	
Implement model refinements (generalized cost, work trips for schools, trips for parks, feedback loop) and re-estimate the model.					Feb - Sept	
Finish calibrating AM peak model.					Dec - Mar	
Develop scripts to more efficiently provide model output data for TREDIS.					Oct - Dec	
Modify model inputs and structure to better integrate area of influence model runs into the regional model (currently post-process).					Jan - Mar	
Provide technical assistance to City of Nampa for the update of the Master Transportation Plan.					Oct - Feb	
Provide technical analysis on unexpected member agency requests.					Ongoing	
Provide technical support to the I-84 Detour Plan.					Oct - Jan	
LEAD STAFF:	MaryAnn 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: 208	
					Salary	\$ 92,450
					Fringe	38,154
					Overhead	16,142
					Total Labor Cost: \$ 146,746	
ESTIMATED DATE OF COMPLETION:					September-2017	
Funding Sources					Participating Agencies	
	Ada	Canyon	Special	Total	Highway Districts	Professional Services \$30,000
CPG, k13495				\$ -	Member Agencies	Legal / Lobbying
CPG, k13496	73,092	25,681		98,773	Federal Highways Administration	Equipment Purchases
STP-TMA, k12374			65,000	65,000	Idaho Transportation Department	Travel / Education
STP-TMA, k13047					Valley Regional Transit	Printing
SHRP2, k19175					Department of Environmental Quality	Public Involvement
STP-TMA, k18948				-		Meeting Support
Local	5,790	2,034	5,149	12,973		Other
Total:	\$ 78,882	\$ 27,715		\$ 176,746		Total Direct Cost: \$ 30,000
					836	Total Cost: \$ 176,746

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PROGRAM NO.	838			CLASSIFICATION:	System Maintenance	
TITLE:	On-Board Transit Survey					
TASK / PROJECT DESCRIPTION:	Gathering data for the upkeep of the regional travel demand model is an ongoing task in order for it to continue as a useful tool in many planning activities. It also provides vital information for the required process of air quality conformity demonstration.					
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	The data are used to update and verify model parameters to ensure reasonable model results. The model outputs are used to test and plan transportation projects, support Ada County Highway District's impact fee program, conduct air quality conformity of the Regional Transportation Improvement Program (TIP) and regional long-range transportation plan, review of proposed developments and traffic impact studies, provide area of influence, and respond to various special member requests.					
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	Federal Code 23 CFR § 450.322 (f) -- "Long-range transportation plans require valid forecasts of future demand for transportation services which are provided by a travel demand model. Outputs from the model are also necessary for transportation conformity determinations of the TIP and long-range plan and evaluating the impacts of alternative transportation investments. In updating the transportation plan, the MPO shall use the latest available estimates and assumptions for population, land use, travel, employment, congestion, and economic activity. "The metropolitan transportation plan shall, at a minimum, include (1) The projected transportation demand of persons and goods in the metropolitan planning area over the period of the transportation plan...."					
FY2017 BENCHMARKS						
MILESTONES / PRODUCTS						
Completion of On Board Transit Survey started in FY 2016						
Data collection on under-surveyed routes will begin spring 2017. Final on board transit survey data delivery. Final on board transit survey report.					Jan - May Jul Aug	
LEAD STAFF:	MaryAnn Waldinger				Expense Summary	
END PRODUCT:	Public transportation data necessary for the upkeep of the mode choice component of the regional travel demand model.				Total Workdays: 22	
					Salary \$ 9,260	
					Fringe 3,821	
					Overhead 1,617	
					Total Labor Cost: \$ 14,698	
ESTIMATED DATE OF COMPLETION:				September-2017		
Funding Sources				Participating Agencies		
	Ada	Canyon	Special	Total	Highway Districts	
CPG, k13495				\$ -	Member Agencies	
CPG, k13496	7,443	2,615		10,058	Federal Highways Administration	
STP-TMA, k12374						
STP-TMA, k13047						
SHRP2, k19175			56,255	56,255		
STP-TMA, k18948			4,456	5,253		
Local	590	207				
Total:	\$ 8,033	\$ 2,822		\$ 71,566		
					Professional Services \$ 56,868	
					Legal / Lobbying	
					Equipment Purchases	
					Travel / Education	
					Printing	
					Public Involvement	
					Meeting Support	
					Other	
					Total Direct Cost: \$ 56,868	
					838 Total Cost: \$ 71,566	

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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, improvements needed such as signal timing and ITS. Periodic needs are: baseline data collection of vehicle occupancy rates, additional research and evaluation of possible transportation demand management strategies.					
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	Federal Code 23 CFR § 450.320 -- Congestion Management Process is one of the Planning Factors and required in Transportation Management Areas (TMA). COMPASS and ITD have been collecting travel time data since 2003 which provides a summary of how the major roads are functioning during the am and pm peak hours based on congestion levels. This process and its results have been integrated into the transportation improvement program prioritization process. Travel time data collection and a data management plan is also required for MPO's in new federal legislation. Furthermore, FHWA Final Rule and FTA Policy on ITS requires that all ITS projects funded by highway trust fund or Mass Transit Account conform to the National ITS Architecture.					
FY2017 BENCHMARKS						
MILESTONES / PRODUCTS						
CMS Report and Travel Time Data Collection Review collected travel time data (out-sourced). Review and format FY2017 CMS travel time data. Develop a Project Tracking List for Regional Transportation Improvement Program projects. Analyze current and historic regional travel time data. Establish process for downloading and processing raw data from sensors - if ACHD deploys sensors in FY2017. Analyze and report on the travel time data from pilot test. Update ITS inventory and project list.						Mar - Apr Jul Aug Ongoing
Miscellaneous CMS/ITS tasks Transportation Project Coordination. Transportation Studies and Construction Coordination. Develop congestion management data collection strategy with partner agencies for FY2018-FY2022. Project Management of I-84 Detour Plan.						Ongoing Ongoing October - March October-June
LEAD STAFF: Sabrina Minshall				Expense Summary		
END PRODUCT: Update of the Congestion Management Process and FY2017 travel time data collection, analysis and report. Complete the update to the I-84 Detour Plan				Total Workdays: 40 Salary \$ 17,051 Fringe 7,037 Overhead 2,977 Total Labor Cost: \$ 27,065		
ESTIMATED DATE OF COMPLETION: September-2017				DIRECT EXPENDITURES:		
Funding Sources				Participating Agencies		
	Ada	Canyon	Special	Total	Highway Districts	Professional Services \$ 110,000
CPG, k13495				\$ -	Member Agencies	Legal / Lobbying
CPG, k13496			25,079	25,079	Federal Highways Administration	Equipment Purchases
STP-TMA, k12374						Travel / Education
STP-TMA, k13047						Printing
ACHD			50,000	50,000		Public Involvement
ITD			25,000	25,000		Meeting Support
Local			36,986	36,986		Other
Total:	\$ -	\$ -		\$ 137,065		Total Direct Cost: \$ 110,000
					842	Total Cost: \$ 137,065

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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 (RGAW) to create regional data that can be used for many purposes.			
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	Federal Code 23 CFR § 450.322 (f)-- In updating the transportation plan, the MPO shall use the latest available estimates and assumptions for population, land use, travel, employment, congestion, and economic activity. "The metropolitan transportation plan shall, at a minimum, include (1) The projected transportation demand of persons and goods in the metropolitan planning area over the period of the transportation plan..." GIS also serves the directive under 23 CFR § 450.322 (i) (6) that the MPO "employ visualization techniques to describe plans; and make public information available in electronically accessible format and means, such as the World Wide Web..."			
FY2017 BENCHMARKS				
MILESTONES / PRODUCTS				
Provide GIS Data Maintenance and Support for COMPASS Projects. Data Analysis, ped count analysis, crash analysis. Enterprise database creation. Data integration. GIS Technology.			Ongoing	
Provide CommunityViz Maintenance and Support for COMPASS and member agency projects.			As Needed	
GIS Cooperation Continue participation in the Canyon Spatial Data Cooperative (SDC) and Ada County. Special Interest Group (SIG) meetings.			Quarterly/as needed	
Regional Geographic Advisory Committee Host the Regional Geographic Advisory Workgroup to enable regional cooperation of GIS data.			Quarterly/as needed	
Regional Data Center Expand and maintain authoritative regional GIS data. COMPASS staff will conduct data accuracy checks and metadata on regional data sets. Documentation and training for staff and member agencies on the RDC and data maintenance as needed.			Ongoing	
CIM Bike/Ped data collection, storage, and mapping. Continue to plan for future orthophotography acquisition and funding. Environmental Review. Transportation System Analysis. Outreach Materials. Database and dashboard/reporting development.			CIM Schedule	
TIP TIP online comment application.				
Orthophotography Provide orthophotography data to private sector as needed. Continue to plan for future orthophotography acquisition and funding.			Ongoing Ongoing	
LEAD STAFF: Eric Adolfsen				
END PRODUCT: 1. An expanded use of GIS technology and data for regional planning. 2. Continued GIS coordination and development of the most accurate and up-to-date information possible.				
			Expense Summary	
			Total Workdays: 509	
			Salary \$ 176,729	
			Fringe 72,936	
			Overhead 30,857	
			Total Labor Cost: \$ 280,522	
ESTIMATED DATE OF COMPLETION:			September-2017	
Funding Sources				
Participating Agencies				
	Ada	Canyon	Special	Total
CPG, k13495				\$ -
CPG, k13496	25,732	9,543		35,275
STP-TMA, k12374			74,921	74,921
STP-TMA, k13047				
SHRP2, k19175				
STP-TMA, k18948				
Local	2,068	727	209,232	212,026
Total:	\$ 27,800	\$ 10,270		\$ 322,222
			DIRECT EXPENDITURES:	
			Professional Services \$ -	
			Legal / Lobbying	
			Equipment Purchases 40,500	
			Travel / Education	
			Printing	
			Public Involvement	
			Meeting Support	
			Other 1,200	
			Total Direct Cost: \$ 41,700	
			860 Total Cost: \$ 322,222	

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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 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, REFERENCE TO STRATEGIC PLAN:	There are no federal or state requirements concerning these provisions; however, the Finance Committee oversees and approves these accounts and expenditures. Tasks are included to complete the following objective in the COMPASS FY2015-2017 Strategic Plan: 2.1, evaluate the effective use of agency resources to provide the best value for members.		
FY2017 BENCHMARKS			
MILESTONES / PRODUCTS			
Provide local dollars for expenditures not federally funded.			Ongoing
LEAD STAFF:	Megan 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-2017		DIRECT EXPENDITURES:
Funding Sources		Participating Agencies	
	Ada	Canyon	Special
			Total
CPG, k13495			\$ -
CPG, k13496			
STP-TMA, k12374			
STP-TMA, k13047			
SHRP2, k19175			
STP-TMA, k18948			
Local			127,700
Total:	\$ -	\$ -	\$ 127,700
			Member Agencies
			Professional Services \$ -
			Legal / Lobbying
			Equipment Purchases 55,200
			Travel / Education 500
			Printing
			Public Involvement
			Meeting Support 7,000
			Other
			FY2018 Carry Forward \$ 65,000
			Total Direct Cost: \$ 127,700
			990 Total Cost: \$ 127,700

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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, and general administration. Work with independent auditor on annual audit. Provide administrative assistance for agency needs including public workshops, hearings, open houses, etc.					
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	To maintain payroll, accounts payable/receivable, benefits, recruitment, building and vehicle maintenance leases, general ledger bank reconciliation, cash flow, annual audit, and development of the computer system and website.					
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	<p>The Single Audit Act of 1984 (with amendment in 1996) and OMB Circular A-133 ("Audits of State, Local Governments, and Non-Profit Organizations") provide audit requirements for ensuring that these funds are expended properly.</p> <p>Memorandum of Understanding 04-01 Operation and Financing of the Metropolitan Planning Organization in the Boise and Nampa Urbanized Areas -- between COMPASS and the Idaho Transportation Department states and agrees to allowable indirect costs as outlined in agreement.</p>					
FY2017 BENCHMARKS						
MILESTONES / PRODUCTS						
General Administration Review standing agreements. Update COMPASS operational policies as needed. Monitor general workplace and personnel needs. Provide administrative assistance for agency needs.					Aug As needed Ongoing Ongoing	
Personnel Management Prepare and complete recruitment processes. Conduct employee annual evaluations. Renew insurance policies. Pursue FY2016 benefit options.					As needed As needed As needed As needed	
Financial Management Close FY2016 financial records and begin FY2017. Provide annual audit support and complete financial reports. Complete COMPASS annual Audit Report. Prepare and distribute year-end payroll reports. Complete budget variance information and report to the Finance Committee quarterly. Maintain inventory of furniture, equipment, hardware and software.					Oct-Nov Oct-Dec Jan Jan Quarterly Ongoing	
Information Technology Manage Information Technology consultant and coordinate work efforts. Prioritize needs, analyze costs, make recommendations and implement system improvements. Coordinate with staff to configure equipment and software to meet the needs of each position. Document and educate staff with system issues and changes. Coordinate systems with member agencies. Provide and retain daily, monthly and annual system backups.					Ongoing Ongoing Ongoing Ongoing Ongoing Ongoing	
LEAD STAFF: Megan Larsen				Expense Summary		
END PRODUCT: An agency where administrative support, personnel management, financial management, and general administrative needs are fully met and whose activities are effectively monitored and communicated to the Board.				Total Workdays: 945		
				Salary	\$ -	
				Fringe	-	
				Overhead	-	
				Total Labor Cost:	\$ -	
ESTIMATED DATE OF COMPLETION: September-2017				DIRECT EXPENDITURES:		
Funding Sources			Participating Agencies			
	Ada	Canyon	Special	Total	Professional Services	\$ -
CPG, k13495				\$ -	Legal / Lobbying	
CPG, k13496				-	Equipment Purchases	
STP-TMA, k12374					Travel / Education	
STP-TMA, k13047					Printing	
SHRP2, k19175					Public Involvement	
STP-TMA, k18948				-	Meeting Support	
Local					Other	
Total:	\$ -	\$ -		\$ -	Total Direct Cost:	\$ -
					991	Total Cost: \$ -

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OCTOBER 2016 - STAFF ACTIVITY REPORT

PROGRAM NO.	
601	<p data-bbox="302 163 1414 226">UNIFIED PLANNING WORK PROGRAM DEVELOPMENT AND FEDERAL ASSURANCES</p> <p data-bbox="1276 237 1537 264" style="text-align: right;">MEGAN LARSEN</p> <ul data-bbox="321 275 1528 474" style="list-style-type: none"> • Completed end-of-year work for FY2016 and began work on Revision 1 of the FY2017 UPWP. • Processed and tracked revenues and expenditures associated with the FY2016 UPWP. • Tracked changes and announcements in the Federal Register and the Daily Digest.
620	<p data-bbox="302 489 1045 516">DEMOGRAPHICS AND GROWTH MONITORING</p> <p data-bbox="1308 520 1533 548" style="text-align: right;">CARL MILLER</p> <ul data-bbox="321 558 1516 831" style="list-style-type: none"> • Completed six development checklists for cities of Boise, Kuna, and Meridian. Reviewed and provided comment on the Boise Transportation Action Plan. • Continued compiling 2016 building permits for the Development Monitoring Report. • Conducted data self-assessment for evolution of data management processes and protocols. • Provided demographic and employment data for downtown Boise, Star Fire District, and Kuna School District.
653	<p data-bbox="302 846 883 873">COMMUNICATION AND EDUCATION</p> <p data-bbox="1370 877 1537 905" style="text-align: right;">AMY LUFT</p> <ul data-bbox="321 915 1528 1438" style="list-style-type: none"> • Updated the COMPASS web site. • Tracked issues related to COMPASS and transportation in the news media; submitted two news releases, facilitated one interview, and responded to two media requests for information. • Continued planning for 2017 education series. • Posted 8 Facebook messages and 33 Tweets. • Continued to update the COMPASS strategic plan. • Wrote and distributed monthly "Keeping Up With COMPASS" newsletter. • Finalized and posted the FY2016 annual report. • Continued work on the annual COMPASS social media audit. • Began planning for the 2017 Public Transportation Leadership Academy. • Compiled Leadership in Motion nominations and forwarded them to the selection committee. • Booked radio airtime for January – March 2017 for the "Don't Let the Treasure Valley Fall through the Cracks" radio campaign on transportation funding.

PROGRAM NO.	
661	<p data-bbox="302 128 704 159">LONG RANGE PLANNING</p> <p data-bbox="1279 163 1539 195" style="text-align: right;">LIISA ITKONEN</p> <ul style="list-style-type: none"> <li data-bbox="302 201 1484 302">• Continued work with consultant on the performance measure framework (SHRP2 component); a technical team and a design team are developing the specified deliverables. <li data-bbox="302 306 1503 338">• Continued refining the process to combine transportation system components. <li data-bbox="302 342 1390 407">• Began to design the "Treasure Valley: On the Go!" 2017 photo contest calendar. <li data-bbox="302 411 1455 476">• Removed portable pedestrian counters in City of Caldwell near Washington Elementary and Van Buren Elementary on October 20, 2016. <li data-bbox="302 480 1430 546">• Installed portable pedestrian counters for Boise State University between campus and the Lusk District along Capitol Blvd on October 26, 2016. <li data-bbox="302 550 1533 651">• Attended the ACHD Bicycle Advisory Committee Meeting and discussed applying for the 'Big Jump' grant, and construction signs in bike lanes on October 3, 2016. <li data-bbox="302 655 1523 756">• Hosted the kick off meeting for the Rail with Trail Workgroup and discussed the project charter, strategies, and outcomes on October 11, 2016. Assigned tasks to members. <li data-bbox="302 760 1516 825">• Hosted the APBP Webinar series titled "Intersections That Work for Pedestrians and Bicyclists" on October 19, 2016. <li data-bbox="302 829 1523 930">• Presented to the Foundation for Ada/Canyon Trail Systems regarding the COMPASS interactive bicycle and pedestrian infrastructure mapping on October 19, 2016. <li data-bbox="302 934 1468 999">• Attended the City of Star pedestrian/bicycle audit funded by Central District Health Department on October 24 and 25, 2016. <li data-bbox="302 1003 1463 1068">• Met with City of Caldwell to finalize trail and pathway maps for the Caldwell 2016 Trails and Pathways Plan update on October 27, 2016. <li data-bbox="302 1073 1520 1138">• Attended the Boise Mayor's Bicycle Advisory Committee meeting and discussed a neglected bike removal program for downtown Boise on October 27, 2016. <li data-bbox="302 1142 1360 1173">• Worked on the interactive bicycle and pedestrian infrastructure map. <li data-bbox="302 1178 935 1209">• Released the RFQ for the Freight Study. <li data-bbox="302 1213 1495 1278">• Completed review of existing cost estimator tool and ran sensitivity testing to identify accuracy. <li data-bbox="302 1283 1446 1348">• Reviewed and provided feedback on the Idaho Transportation Department Transit Asset Management (TAM) Plan. <li data-bbox="302 1352 1495 1383">• Developed and distributed the <i>Communities in Motion</i> quarterly email update. <li data-bbox="302 1388 1511 1453">• Updated the FY2017 outreach budget to reflect changes in the overall scope of work. <li data-bbox="302 1457 1382 1488">• Developed draft outreach, editing, and printing budgets for CIM 2050.

PROGRAM NO.	
685	<p data-bbox="302 128 909 159">RESOURCE DEVELOPMENT/FUNDING</p> <p data-bbox="1295 163 1539 195" style="text-align: right;">TONI TISDALE</p> <ul data-bbox="321 201 1513 1188" style="list-style-type: none"> • Presented the final FY2017-2021 TIP and Air Quality Conformity Demonstration for Board approval and forwarded the final version to the federal agencies and ITD. • Met with member agencies staff to discuss possible projects for the one-time safety funding opportunities on October 17, 2016. • Processed two TIP administrative modifications. • Started discussions internally regarding how to make TIP processes more efficient through electronic downloads and comparative data. • Began researching COMPASS staff taking a larger role in directly inputting local project changes and obligations into ITD's tracking system, Office of Transportation Investment System (OTIS). • Met with Scott Frey, Federal Highway Administration, to discuss questions regarding TIP and air quality conformity public involvement requirements on October 5, 2016. • Met with City of Melba staff to discuss project needs and upcoming funding opportunities. • Submitted functional classification change request to Idaho Transportation Department on behalf of member agencies – City of Middleton, City of Notus, and City of Parma. • Participated in Webinar, Intersections that Work for Pedestrians and Cyclists. • Hosted a Grant Writing Boot Camp™ for members and others to build their capacity to access funding for projects. • Presented at American Planning Association-Idaho Conference on Smart Grantseeking and participated in remainder of conference. • Assisted ACHD with demographics, maps, and grant review of application and letter of support. • Held internal resource development meeting to strategize how to better track funding sources and match those with member projects.
701	<p data-bbox="302 1188 860 1220">GENERAL MEMBERSHIP SERVICES</p> <p data-bbox="1192 1224 1528 1255" style="text-align: right;">SABRINA MINSHALL</p> <ul data-bbox="321 1262 1528 1724" style="list-style-type: none"> • Provided Audience Response System (ARS) services to the City of Eagle – prepared the ARS portion of a presentation, ran the ARS system during a public meeting on October 18, 2016, and analyzed and provided results. • Attended the Front and Myrtle Corridor Alternatives Analysis Visioning Session. • Participated on the Project team for the Front and Myrtle Corridor Alternative Analysis project. • Provided travel time, vehicle classification counts, bike and pedestrian data, model forecasts and other supporting GIS data to the consultants working on the Front and Myrtle Corridor Alternatives Analysis. • Met with City of Boise and reviewed COMPASS comments on the Boise TAP Plan. • Met with City of Boise and VRT regarding the Transit Oriented Development-Land Use supportive grant from FTA.
702	<p data-bbox="302 1724 711 1755">AIR QUALITY OUTREACH</p> <p data-bbox="1370 1759 1539 1791" style="text-align: right;">AMY LUFT</p> <ul data-bbox="321 1797 1523 1965" style="list-style-type: none"> • Signed a contract with Catalyst Media to purchase radio and television airtime for FY2017 and FY2018. • Developed talking points for radio public service announcements; distributed to the Idaho Department of Environmental Quality and Air Quality Board for review. Forwarded reviewed talking points to Catalyst Media.

PROGRAM NO.	
703	<p data-bbox="302 128 764 159">GENERAL PUBLIC SERVICES</p> <p data-bbox="1373 163 1536 195" style="text-align: right;">AMY LUFT</p> <ul data-bbox="321 201 1398 268" style="list-style-type: none"> • Responded to a question from the Boys and Girls Clubs of Ada County regarding population growth in Ada County.
705	<p data-bbox="302 275 938 306">TRANSPORTATION LIAISON SERVICES</p> <p data-bbox="1333 310 1536 342" style="text-align: right;">MATT STOLL</p> <ul data-bbox="321 348 1536 1262" style="list-style-type: none"> • Met with District Engineer Amy Revis on October 12, 2016 to coordinate efforts between ITD District 3 and COMPASS. • Met with Deputy Director David Wallace on October 27, 2016 to coordinated ACHD and COMPASS efforts. • Attended the Caldwell Chamber Transportation Committee meeting on October 3, 2016. • Participated in the Meridian Transportation Commission meeting on October 3, 2016. Topics included discussions on parking issues on Spring Valley Lane and updates on transportation projects in the City of Meridian. • Attended the Association of Canyon County Highway Districts meeting on October 6, 2016, and presented the recommended rural priorities for signature. • Participated in the Annual Idaho APA Board meeting and Strategic Planning Session; COMPASS Director of Planning was elected President of Idaho APA. • Attended the Greater Boise Chamber of Commerce Transportation Committee meeting on October 19, 2016. • Attended the Caldwell Chamber Government Affairs Committee meeting on October 20, 2016. • Attended the Idaho Transportation Board meeting on October 20, 2016. • Attended a WTS Lunch and Learn meeting on October 18, 2016. Representatives from Boise State University and Valley Regional Transit provided information and gave a tour of new facilities in downtown Boise. • Met with Jennifer Gonzalez, ITD District 3 Communication Specialist, to coordinate communication efforts between ITD and COMPASS. • Attended the Main Street Station/City Center Plaza ribbon cutting on October 20, 2016.
760	<p data-bbox="302 1268 695 1299">LEGISLATIVE SERVICES</p> <p data-bbox="1325 1304 1528 1335" style="text-align: right;">MATT STOLL</p> <ul data-bbox="321 1341 1503 1549" 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. • Continued reviewing <i>Fixing America's Surface Transportation (FAST) Act</i> and its impact upon COMPASS and its' membership.
761	<p data-bbox="302 1556 667 1587">GROWTH INCENTIVES</p> <p data-bbox="1203 1591 1536 1623" style="text-align: right;">SABRINA MINSHALL</p> <ul data-bbox="321 1629 862 1652" style="list-style-type: none"> • No significant activity this month.

PROGRAM NO.	
801	<p style="text-align: right;">MEGAN LARSEN</p> <p>STAFF DEVELOPMENT</p> <ul style="list-style-type: none"> • Completed "Developing and Managing RFP's in the Public Sector," online course offered by the National Institute for Public Procurement. • Completed online training in "Business Writing Fundamentals" and "Coaching and Developing Employees" through the Lynda system. • Attended the 2016 Idaho APA Conference in Boise on October 12-14, 2016. • Presented "Planning to Meet Your Grandchildren's Transportation Needs" at the Idaho American Planning Association Conference on October 12, 2016. • Attended "Toward a Nature-Rich Future: How Your Community Can Lead the Way," by Richard Louv, on October 13, 2016. • Attended the WTS luncheon on October 18, 2016. • Attended the FHWA Asset Management Workshop in Boise, October 25-26, 2016. • Attended the 2016 AMPO Annual Conference in Dallas, TX, October 25-28, 2016.
820	<p style="text-align: right;">MEGAN LARSEN</p> <p>COMMITTEE SUPPORT</p> <ul style="list-style-type: none"> • Provided staff support to the COMPASS Board of Directors and standing committees. • Solicited new members for the COMPASS Public Participation Workgroup; received five applications for membership.
836	<p style="text-align: right;">MARYANN WALDINGER</p> <p>REGIONAL TRAVEL DEMAND MODEL</p> <ul style="list-style-type: none"> • Continued to provide modeling assistance to member agencies. • Completed two area of influence model runs. One of the proposed development is located northwest of Eagle and Lake Hazel Roads. The other proposed development is located southwest of SH 69 and Deer Flat Road. • Prepared agenda and items for the Interagency Consultation Committee for review of the addendum to the project level conformity for the US 20/26 Corridor Study. • Developed a method and completed the work to estimate current and forecast future truck-freight volumes specifically needed for the Performance Measurement Framework effort (SHRP2 grant funded).
838	<p style="text-align: right;">MARYANN WALDINGER</p> <p>ON-BOARD TRANSIT and HOUSEHOLD TRAVEL SURVEY</p> <ul style="list-style-type: none"> • No significant activity this month
842	<p style="text-align: right;">MARYANN WALDINGER</p> <p>CONGESTION MANAGEMENT PROCESS</p> <ul style="list-style-type: none"> • Selected consultant for the I-84 Detour plan update. • Reviewed the 2016 annual travel time data.

PROGRAM NO.	
860	<p data-bbox="302 128 1170 159">GEOGRAPHIC INFORMATION SYSTEM MAINTENANCE</p> <p data-bbox="1263 163 1539 195" style="text-align: right;">ERIC ADOLFSON</p> <ul data-bbox="321 205 1516 968" style="list-style-type: none"> • Finalized regional map application for pathways and bikeways that allows member online editing. • Completed database application to allow for bicycle/pedestrian count data entry. • Maintained and created regional geographic data layers and map documents for member agencies and the public. • Met with member agencies on Regional Centerline and address point cooperation. • Developed process for direct editing of preliminary plat data by member agencies on the Regional Data Center. • Distributed image data from the 2016 Orthophotography Project to member agencies. • Created maps for cities of Melba and Notus as part of new COMPASS member outreach. • Provided mapping support for Caldwell pathway planning process. • Began work with the county 911 GIS group on the regional centerline and address points. • Provided mapping and data support for ACHD's Big Jump project. • Provided data for the Front and Myrtle Corridor Alternatives Analysis project. • Revised maps for the Eagle Road Corridor project development work. • Continued to provide support for the COMPASS Performance Monitoring Framework project.
991	<p data-bbox="302 978 753 1010">SUPPORT SERVICES LABOR</p> <p data-bbox="1276 1014 1539 1045" style="text-align: right;">MEGAN LARSEN</p> <ul data-bbox="321 1056 1516 1115" style="list-style-type: none"> • Provided general accounting, human resources, and administrative support to the agency.

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PROGRAM NO.	
601	<p>UNIFIED PLANNING WORK PROGRAM DEVELOPMENT AND FEDERAL ASSURANCES</p> <p align="right">MEGAN LARSEN</p> <ul style="list-style-type: none"> • Prepared Revision 1 of the FY2017 UPWP for Finance Committee review. • Processed and tracked revenues and expenditures associated with the FY2016 UPWP. • Tracked changes and announcements in the Federal Register and the Daily Digest. • Developed a draft Environmental Justice plan.
620	<p>DEMOGRAPHICS AND GROWTH MONITORING</p> <p align="right">CARL MILLER</p> <ul style="list-style-type: none"> • Completed six development checklists for cities of Boise, Kuna, Meridian and Star. • Continued compiling 2016 building permits for the Development Monitoring Report. • Completed the reconciliation #3 of the CIM 2040 demographics forecast to be presented to RTAC in December. • Developed a new webpage and began a series of weekly social media posts to share performance monitoring data on a regular basis.
653	<p>COMMUNICATION AND EDUCATION</p> <p align="right">AMY LUFT</p> <ul style="list-style-type: none"> • Updated the COMPASS web site. • Tracked issues related to COMPASS and transportation in the news media; responded to one media request for information. • Continued planning for 2017 education series. • Posted 15 Facebook messages, 36 Tweets, 6 Instagram messages, and 2 blogs. • Continued to update the COMPASS strategic plan. • Wrote and distributed the monthly "Keeping Up With COMPASS" newsletter. • Continued work on the annual COMPASS social media audit. • Met with the Leadership in Motion selection committee to select recipients; began preparing for awards presentation. • Developed a draft scope of work for an access management brochure and met with Jenah Thornborrow, City of Garden City, on November 9, 2016, to review the draft scope.

PROGRAM NO.	
661	<p data-bbox="302 128 704 159">LONG RANGE PLANNING</p> <p data-bbox="1279 163 1539 195" style="text-align: right;">LIISA ITKONEN</p> <ul style="list-style-type: none"> <li data-bbox="321 205 1539 300">• Received the Idaho Transportation Department's "Excellence in Transportation Planning" award for the 2015 agriculture freight study on November 17, 2016. <li data-bbox="321 310 1539 405">• Participated in the Project Team for the Front/Myrtle analysis led by CCDC and the City of Boise; attended weekly conference calls, provided feedback on deliverables. <li data-bbox="321 415 1539 510">• Continued work with consultant on the performance measure framework (SHRP2 component); a technical team and a design team are developing the specified deliverables. <li data-bbox="321 520 1539 594">• Finalized design of the "Treasure Valley: On the Go!" 2017 photo contest calendar. <li data-bbox="321 604 1539 657">• Hosted the Active Transportation Workgroup Meeting and finalized regional corridors on November 9, 2016. <li data-bbox="321 667 1539 720">• Uninstalled portable pedestrian counters for Boise State University between campus and the Lusk District along Capitol Blvd on November 28, 2016. <li data-bbox="321 730 1539 825">• Attended the ACHD Bicycle Advisory Committee Meeting and discussed construction signs in bike lanes and the Ada County Bicycle Friendly Community status on November 7, 2016. <li data-bbox="321 835 1539 888">• Presented to the City of Star Economic Development Commission COMPASS 101 and the upcoming funding application deadline on November 10, 2016. <li data-bbox="321 898 1539 993">• Presented to the Eagle Parks and Pathways Commission the Interactive Bicycle and Pedestrian Infrastructure Map and automated counter program on November 17, 2016. <li data-bbox="321 1003 1539 1056">• Hosted the APBP Webinar series titled "Transitions between Bikeway Facilities" on November 16, 2016. <li data-bbox="321 1066 1539 1119">• Hosted the Foundation for Ada/Canyon Trail Systems meeting on November 16, 2016. <li data-bbox="321 1129 1539 1161">• Worked on the interactive bicycle and pedestrian infrastructure map. <li data-bbox="321 1171 1539 1224">• Installed automated pedestrian counters in downtown Kuna on November 30, 2016. <li data-bbox="321 1234 1539 1287">• Presented draft bicycle and pedestrian maps for the Caldwell pathways and bike routes committee on November 29, 2016. <li data-bbox="321 1297 1539 1329">• Received six responses to the Freight Study RFQ. <li data-bbox="321 1339 1539 1392">• Met with City of Boise and Valley Regional Transit regarding the FTA Pilot Project grant on Transit Oriented Development on November 2, 2016. <li data-bbox="321 1402 1539 1434">• Hosted the Public Transportation Workgroup meeting on November 29, 2016. <li data-bbox="321 1444 1539 1497">• Reviewed and provided feedback to the Regional Scenario Planning Tools Consortium draft goals and scope of work. <li data-bbox="321 1507 1539 1602">• Presented updates to the MPO directors on November 3, 2016, regarding federal performance measure rulemaking, pavement management requirements, and best practices in transit reporting. <li data-bbox="321 1612 1539 1686">• Provided updates to the <i>Communities in Motion 2040</i> 2.0 Park and Ride map to the Public Transportation Workgroup on November 29, 2016.

PROGRAM NO.	
685	<p data-bbox="302 128 909 159">RESOURCE DEVELOPMENT/FUNDING</p> <p data-bbox="1295 163 1539 195" style="text-align: right;">TONI TISDALE</p> <ul data-bbox="321 201 1528 1650" style="list-style-type: none"> • Prepared for and hosted the Urban and FTA Balancing Committee meetings on November 3, 2016. • Met with ITD Public Transportation staff to discuss timing of FTA 5310 small urban and FTA 5339 small urban projects on November 4, 2016. • Met with ITD Public Transportation staff and Treasure Valley Transit staff to discuss timing and programming on the small urban project for “above and beyond demand response” on November 8, 2016. • Met with VRT staff to discuss public transportation programming changes on November 15, 2016. • Attended Project Team meeting for the Kuna downtown project on November 16, 2016. • Met with ITD District 3 staff to review regional priorities for upcoming projects on November 21, 2016. • Met with staff of the following agencies throughout the month to discuss project needs and upcoming funding opportunities: cities of Notus and Wilder, and Golden Gate Highway District #3. • Prepared letters of support for one-time safety funds for the City of Nampa and ITD District 3. • Tracked obligations for federal funds. • Processed one administrative modification to the TIP. • Prepared information for public involvement for a TIP amendment for presentation to RTAC and the COMPASS Board of Directors in December 2016. • Attended a webinar regarding “Online Community Engagement for DOTs & MPOs: STIP/TIP Case Studies & Best Practices” on November 9, 2016. • Facilitated CIM Implementation Grant Agreements for FY2017 projects. • Participated with ITD in debrief with USDOT FASTLANE grant representatives to receive feedback on April 2016 grant submission. • Met with consultants to clarify scope of projects selected for FY2017 Project Development Program. • Participated in webinars regarding FASTLANE program and benefit-cost analysis preparation. • Sent RTAC notifications of grants available: Heart of the Community, EPA Brownfields, USDA, EPA EJ Small Grants, Every Body Walk! Micro Grants, EPA Travel Efficiency Assessment TA, FTA Core Capacity Grant Program. • Presented information about COMPASS Open Call for Projects and how to apply using Phase I Applications to FACTS meeting attendees. • Consulted with economists regarding benefit-cost analysis assistance for FASTLANE grant. • Attended webinar, “How the Volkswagen Settlement Could Impact Regions”, sponsored by NARC. • Participated in FHWA CMAQ Program Review on November 29, 2016.
701	<p data-bbox="302 1650 862 1682">GENERAL MEMBERSHIP SERVICES</p> <p data-bbox="1190 1686 1528 1717" style="text-align: right;">SABRINA MINSHALL</p> <ul data-bbox="321 1724 1528 1829" style="list-style-type: none"> • Attended the Community Mobility Institute as a team member with the City of Eagle to address downtown Eagle transportation challenges and opportunities November 14-16, 2016 in Idaho Falls, Idaho.
702	<p data-bbox="302 1829 711 1860">AIR QUALITY OUTREACH</p> <p data-bbox="1370 1864 1539 1896" style="text-align: right;">AMY LUFT</p> <ul data-bbox="321 1902 1511 1965" style="list-style-type: none"> • Received a draft media plan from Catalyst Media. Reviewed and forwarded to Idaho Department of Environmental Quality and Air Quality Board for review.

PROGRAM NO.	
703	<p data-bbox="302 128 764 159">GENERAL PUBLIC SERVICES</p> <p data-bbox="1373 163 1536 195" style="text-align: right;">AMY LUFT</p> <ul data-bbox="321 201 1487 264" style="list-style-type: none"> • Met with Diane Kushlan, Urban Land Institute, regarding transportation and housing affordability on November 30, 2016.
705	<p data-bbox="302 275 938 306">TRANSPORTATION LIAISON SERVICES</p> <p data-bbox="1333 310 1536 342" style="text-align: right;">MATT STOLL</p> <ul data-bbox="321 348 1528 1041" style="list-style-type: none"> • Met with District Engineer Amy Revis on November 21, 2016 to coordinate efforts between ITD District 3 and COMPASS. • Met with Councilmember Elaine Clegg on November 10, 2016 to coordinate on AMPO, COMPASS and City of Boise issues. • Participated in the Meridian Transportation Commission meeting on November 7, 2016. Topics included discussion on changes to Eagle Road, ACHD scoping report, 2016 Transportation Commission Annual Report, and 11-foot lanes on truck routes. • Participated in the Idaho APA Board meeting. • Attended the Boise Metro Chamber of Commerce Transportation Committee meeting on November 17, 2016. • Attended the Caldwell Chamber Transportation Committee meeting on November 14, 2016. Commissioner Rule spoke on transportation developments in Canyon County. • Attended the Idaho Transportation Board meeting on November 17, 2016. • Attended a WTS Lunch and Learn presentation on Boise GreenBike on November 15, 2016. • Met with representatives from APA Utah, and three MPOs from Utah on November 29, 2016; discussed common issues and strategies in long range planning.
760	<p data-bbox="302 1052 695 1083">LEGISLATIVE SERVICES</p> <p data-bbox="1325 1087 1528 1119" style="text-align: right;">MATT STOLL</p> <ul data-bbox="321 1125 1503 1434" style="list-style-type: none"> • Participated in relevant activities in support of Board legislative position statements. • Tracked and reported significant activity in federal and state transportation-related legislative issues. • Monitored <i>Moving Ahead for Progress in the 21st Century Act (MAP-21)</i> proposed rule-making to determine implications to COMPASS and its membership. • Continued reviewing <i>Fixing America's Surface Transportation (FAST) Act</i> and its impact upon COMPASS and its' membership.
761	<p data-bbox="302 1446 667 1478">GROWTH INCENTIVES</p> <p data-bbox="1203 1482 1536 1514" style="text-align: right;">SABRINA MINSHALL</p> <ul data-bbox="321 1520 862 1545" style="list-style-type: none"> • No significant activity this month.

PROGRAM NO.	
801	<p data-bbox="302 128 657 159">STAFF DEVELOPMENT</p> <p data-bbox="1268 163 1528 195" style="text-align: right;">MEGAN LARSEN</p> <ul data-bbox="321 201 1528 1291" style="list-style-type: none"> • Attended Environmental Justice training sponsored by ITD on November 2, 2016. • Completed "Having Difficult Conversations" via the Lynda online training platform on November 3, 2016. • Attended the webinar "Case studies and best practices for online community engagements for DOTs and MPOs" on November 9, 2016. • Attended the "2016 Community Mobility Institute" with the City of Eagle sponsored by Community Builders in Idaho Falls on November 14-16, 2016. • Attended "Real Estate Trends 2017" sponsored by the Urban Land Institute in Boise on November 15, 2016. • Completed "Managing Virtual Teams" via the Lynda online training platform on November 15, 2016. • Attended the WTS "Lunch and Learn" in Boise on November 15, 2016. • Attended "Integrating Context Sensitive Solutions and Practical Solutions into the ITD Decision Making Processes" sponsored by FHWA in Boise on November 16-18, 2016. • Completed "Access Forms and Reports In Depth" via the Lynda online training platform on November 17-22, 2016. • Completed "Rescuing Troubled Projects" via the Lynda online training platform on November 21, 2016. • Completed "Solving Common Project Problems" via the Lynda online training platform on November 28, 2016. • Attended the webinar "How the VW Settlement Could Impact Regions" sponsored by the National Association of Regional Councils on November 29, 2016. • Attended the webinar "Election Webinar: Insight into How Funding Channels Could be Affected" sponsored by the National Association of Regional Councils on November 30, 2016. • Attended "Planning for Transportation Demand Management" sponsored by the US Department of Transportation in Salt Lake City, UT on November 30, 2016.
820	<p data-bbox="302 1297 662 1329">COMMITTEE SUPPORT</p> <p data-bbox="1276 1333 1536 1365" style="text-align: right;">MEGAN LARSEN</p> <ul data-bbox="321 1371 1422 1434" style="list-style-type: none"> • Provided staff support to the COMPASS Board of Directors and standing committees.
836	<p data-bbox="302 1440 889 1472">REGIONAL TRAVEL DEMAND MODEL</p> <p data-bbox="1149 1476 1536 1507" style="text-align: right;">MARYANN WALDINGER</p> <ul data-bbox="321 1514 1528 1822" style="list-style-type: none"> • Continued to provide modeling assistance to member agencies. • Completed a method to estimate the future truck-freight volumes for CIM 2.0 Performance Measure Framework. • Completed four area of influence model runs. The proposed development were located 1) northeast of Eagle and Overland Roads, 2) southwest of Star and Floating Feather Roads, 3) southwest of SH 44 and Star Road, and 4) located northeast of SH 44 and Park Lane. • Completed the necessary travel demand model runs and initial TREDIS analysis for the FASTLANE grant.
838	<p data-bbox="302 1829 1203 1860">ON-BOARD TRANSIT and HOUSEHOLD TRAVEL SURVEY</p> <p data-bbox="1149 1864 1536 1896" style="text-align: right;">MARYANN WALDINGER</p> <ul data-bbox="321 1902 1511 1997" style="list-style-type: none"> • Received report outline, boarding/alighting data and on board survey data. • Continued to the work with the consultant to determine data collection needs for spring 2017 effort.

PROGRAM NO.	
842	<p data-bbox="302 128 927 159">CONGESTION MANAGEMENT PROCESS</p> <p data-bbox="1149 163 1539 195" style="text-align: right;">MARYANN WALDINGER</p> <ul data-bbox="321 201 1503 296" style="list-style-type: none"> • Worked with the consultant to finalize the work plan for the I-84 Detour plan update. • Reviewed the 2016 annual travel time data.
860	<p data-bbox="302 308 1170 340">GEOGRAPHIC INFORMATION SYSTEM MAINTENANCE</p> <p data-bbox="1263 344 1539 375" style="text-align: right;">ERIC ADOLFSON</p> <ul data-bbox="321 382 1528 615" style="list-style-type: none"> • Created map application of park and rides for use by the Public Transportation Workgroup. • Maintained and created regional geographic data layers and map documents for member agencies and the public. • Created online map for Eagle pathway planning process. • Continued to provide support for the COMPASS Performance Monitoring Framework project.
991	<p data-bbox="302 632 753 663">SUPPORT SERVICES LABOR</p> <p data-bbox="1274 667 1539 699" style="text-align: right;">MEGAN LARSEN</p> <ul data-bbox="321 705 1520 758" 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 19, 2016

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 one day in the moderate air quality category in the Treasure Valley during the month of October 2016.

- One day in the moderate category was attributable to fine particulate matter (PM_{2.5}) recorded in Ada County

YEAR TO DATE SUMMARY

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

	Good	Moderate	Unhealthy to Hazardous	Total
2007	227	125	12	364
2008	266	99	1	366
2009	277	83	5	365
2010	321	44	0	365
2011	260	99	6	365
2012	283	72	11	366
2013	276	81	8	365
2014	287	75	3	365
2015	283	64	18	365
2016	209	90	7	306

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

Air Quality Categories:

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

Implication (policy and/or financial):

None.

More Information:

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

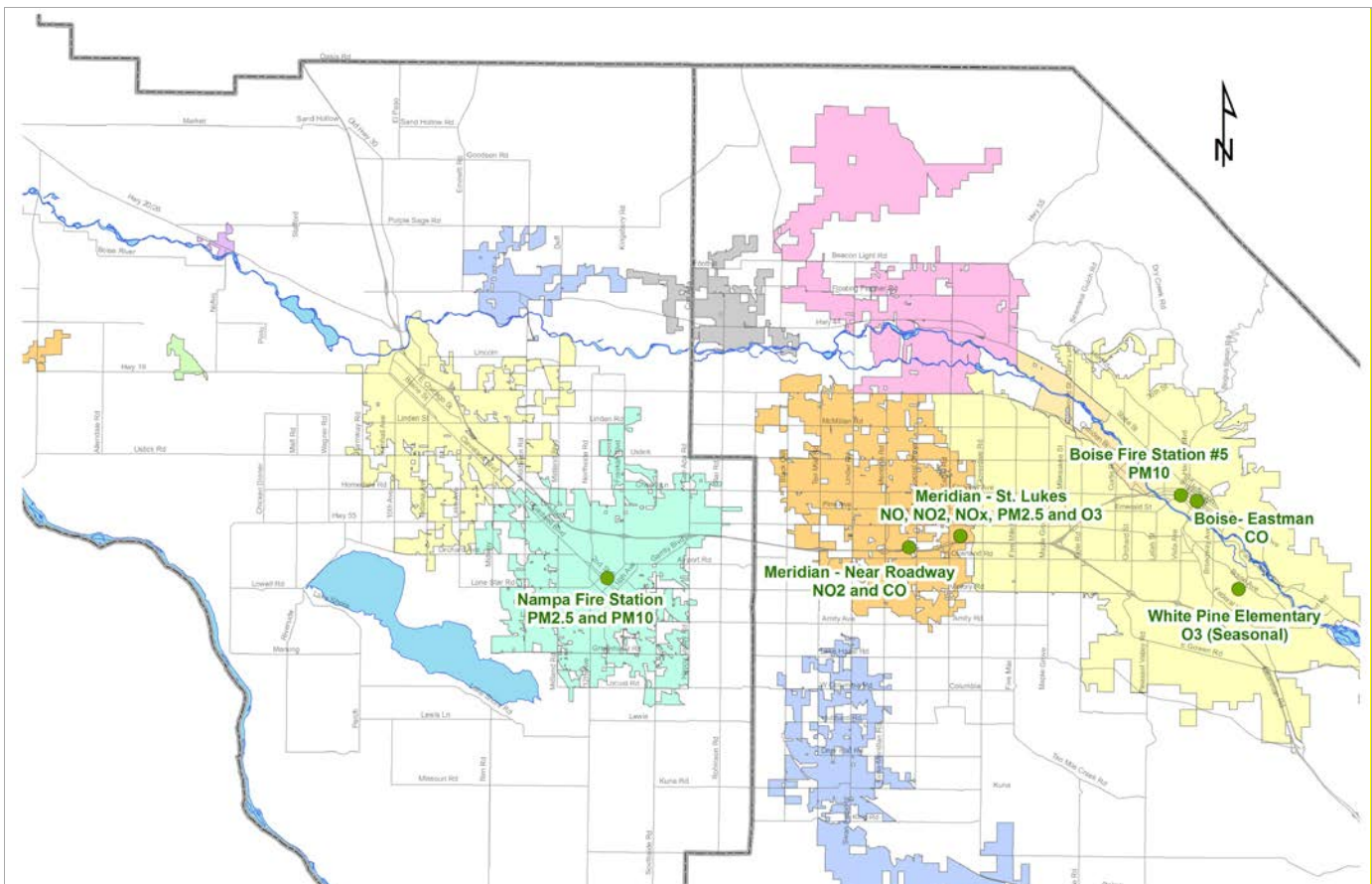


Figure 1: Map of air quality monitoring locations, Ada and Canyon County

- 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 19, 2016

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 thirteen days in the moderate air quality category in the Treasure Valley during the month of November 2016.

- Five days in the moderate category were attributable to fine particulate matter (PM_{2.5}) recorded in Ada and Canyon County
- Eight days in the moderate category 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, 2007.

	Good	Moderate	Unhealthy to Hazardous	Total
2007	227	125	12	364
2008	266	99	1	366
2009	277	83	5	365
2010	321	44	0	365
2011	260	99	6	365
2012	283	72	11	366
2013	276	81	8	365
2014	287	75	3	365
2015	283	64	18	365
2016	226	103	7	336

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

Air Quality Categories:

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

Implication (policy and/or financial):

None.

More Information:

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

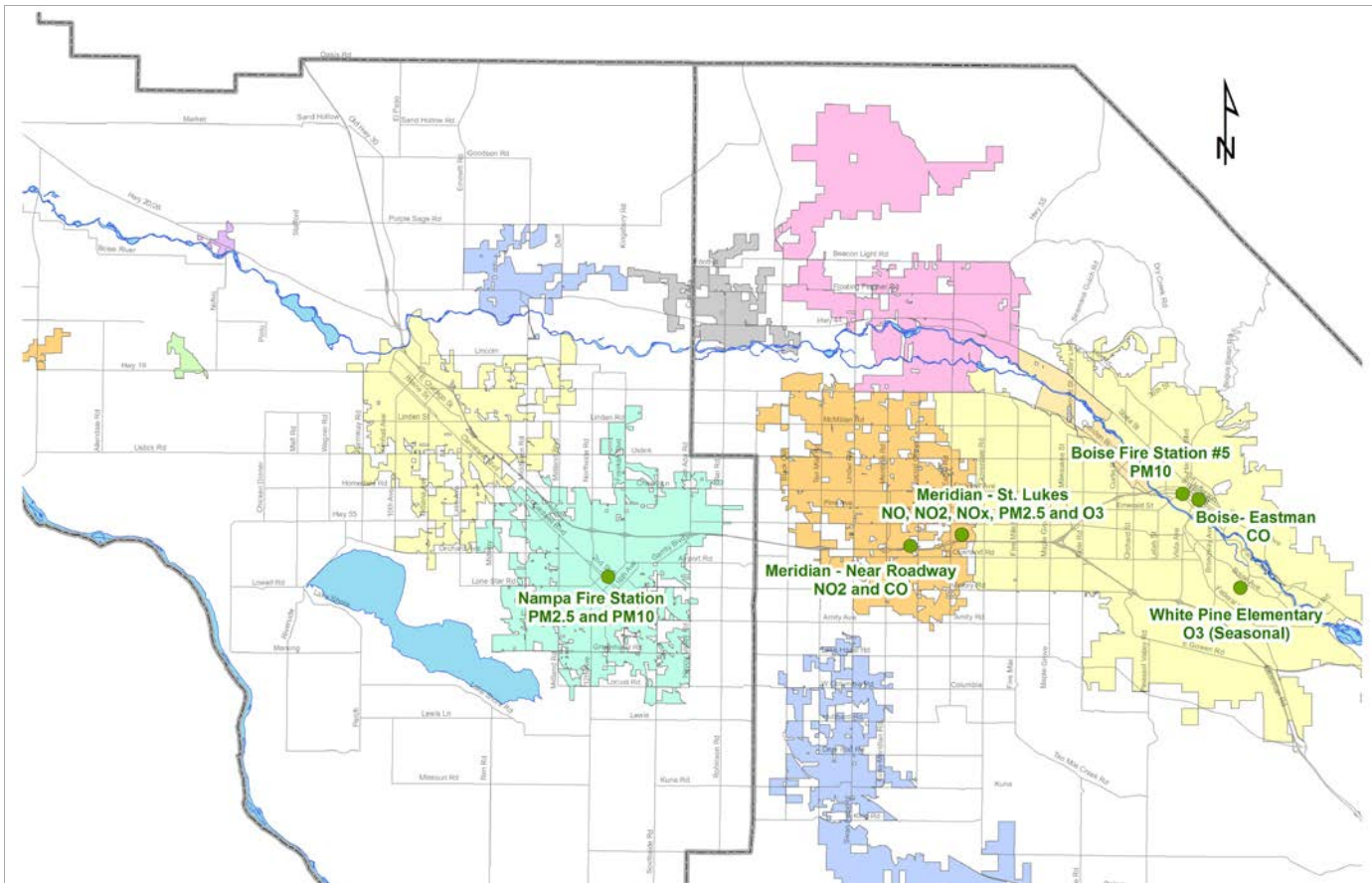


Figure 1: Map of air quality monitoring locations, Ada and Canyon County

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 NO ₂ (nitric oxide and nitrogen dioxide). They are produced from the reaction of nitrogen and oxygen gases in the air during combustion, especially at high temperatures
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.

REGIONAL TRANSPORTATION ADVISORY COMMITTEE

ITEM VIII-C

Attendance List

<u>Member Agency/Name</u>	16-Jan	Feb '16	Mar '16	Apr '16	May '16	June '16	July '16	Aug '16 No Mtg	Sept '16	Oct '16 No Mtg	Nov '16	Dec '16	TOTAL
General Members													
ACHD/T.Ferch/ J. Lucas	1	1	1	1	1	1	1		1		1	1	10
Ada County /M. Basham/M. Leatherman	1	1	1	1	1	1	1		1		1	1	10
BSU/D. Alexander	1			1	1	1			1			1	6
Canyon County/K. McCormick/P. Nilsson/D. Root	1	1	1		1	1	1		1			1	8
Canyon Highway District #4/C. Hopper	1		1	1					1			1	5
City of Boise/ D. Fluke/ K. Gallagher/Z. Piepmeyer	1	1	1	1	1	1	1		1		1	1	10
City of Caldwell/R. MacDonald	1	1		1	1				1				5
City of Eagle/N. Baird Spencer	1	1	1	1	1	1	1		1		1	1	10
City of Garden City/J. Thornborrow	1	1	1	1	1				1				6
City of Kuna/W. Howell	1	1	1	1	1	1	1		1		1		9
City of Meridian/C. Hood/B. McClure	1	1	1	1	1	1	1		1		1	1	10
City of Middleton/R. Falkner	1	1	1	1		1	1		1			1	8
City of Nampa/J. Barnes/C. Bowman		1	1	1	1	1	1		1		1	1	9
City of Parma/N. Leigh	1	1	1		1	1			1		1	1	8
City of Star/C. Bell													0
City of Wilder/Scott Jacops							1						
IDEQ/M. Toole							1					1	2
ITD/Amy Schroeder	1	1	1	1	1	1			1		1	1	9
Public Participation Committee/D. Smith	1	1	1		1	1	1		1		1	1	9
Valley Regional Transit/R. Jalbert	1	1	1		1	1	1		1		1	1	9
Ex officio Members													
Central District Health/R. Howarth		1					1				1	1	4
Governor's Office/D. Hensley													0



Memorandum

To: Matt Stoll, Executive Director
From: Jessica Wilson, Data Analyst
Date: October 19, 2016
Re: **Request for Approval of Administrative Modification #24 for the FY2016-2020 Regional Transportation Improvement Program and Administrative Modification #1 for the FY2017-2021 Regional Transportation Improvement Program**

ACTION REQUESTED:

Approval of Administrative Modification #24 for the FY2016-2020 Regional Transportation Improvement Program and Administrative Modification #1 for the FY2017-2021 Regional Transportation Improvement Program.

BACKGROUND:

Modifications were requested by ITD and ACHD staff to reflect adjustments from change orders and cost overruns. Additionally, convert temporary key numbers to permanent key numbers.

STATUS:

Per ACHD:

- **Franklin Road, Black Cat Road to Ten Mile Road, Meridian (12368) STP-TMA** - Increase utilities \$195,000, increase right-of-way \$359,000, and decrease construction \$1,055,000 from bid savings to cover cost overruns. \$501,000 will be available for balancing. **Local Participating** - Increase construction engineering \$5,000 and CN \$56,000 to match the bid award.

Per ITD:

- **US 20/26, Broadway Bridge, Boise (11588) Pavement Preservation** - Deobligate \$53,500 from preliminary engineering construction and move to preliminary engineering to cover cost overrun. No change to project total. **Bridge Restoration** - Increase construction \$100,000 to cover change orders, funds from state non-participating.
- **US 20/26, Middleton Road in Middleton Borchers Lane in Caldwell to Locust Grove Road in Meridian (19412) Restoration** - Change project name and description to accurately reflect location. No change to funding.
- **SH-55 (Karcher Road) and Midway Road Intersection, Nampa (13025) Strategic Initiatives HSIP** - Transfer \$20,000 from preliminary engineering to preliminary engineering construction to cover emergency irrigation work. No change to project total. Correct funding source.

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

Approval:

All changes for Administrative Modification #24 and #1, as provided in this memorandum and detailed on Attachment 1, are approved as of October 19, 2016.



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

Attachment (1)

pc: 685.03

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Administrative Modification #24 FY2016-2020 Regional Transportation Improvement Program
and
Administrative Modification #1 FY2017-2021 Regional Transportation Improvement Program

Per ITD, September 23, 2016

Key No	Project	Cost year	Scheduled Costs (including Match) (costs in \$1,000)						
			PE	PEC	RW	UT	CE	CN	SUM
11588	US 20/26, Broadway Bridge, Boise	2017	0	0					0
	Funding Source: Restoration	2018	54	-54					0
	Rebuild the Broadway Bridge including pedestrian facilities. Expand to a six-lane section. (Federal = \$0)	2019							0
		2020							0
		2021							0
		PD							0
		SUM	0	0	0	0	0	0	0
Deobligate \$53,500 from PEC and move to PE to cover cost overrun. No change to project total.			54	-54					
11588	US 20/26, Broadway Bridge, Boise	2017						0	0
	Funding Source: Bridge Restoration	2018						100	100
	Same as above. (Federal = \$93,000)	2019							0
		2020							0
		2021							0
		PD							0
		SUM	0	0	0	0	0	0	0
Increase CN \$100,000 to cover change orders, funds from state non-participating. (0.4% overall increase)								100	100

Per ACHD, September 26, 2016

Key No	Project	Cost year	Scheduled Costs (including Match) (costs in \$1,000)						
			PE	PEC	RW	UT	CE	CN	SUM
12368	Franklin Road, Black Cat Road to Ten Mile Road, Meridian	2017			0	0		0	0
	Funding Source: STP-TMA	2018			359	195		-1055	-501
	Widen Franklin Road from two-lane to five-lane from Black Cat Road to Ten Mile Road. Work includes curb, gutter, drainage swales, sidewalks, and bicycle facilities, and reconstructing the intersection at Franklin Road and Black Cat Road with a seven-lane by seven-lane intersection. (Federal = \$6,856,000)	2019							0
		2020							0
		2021							0
		PD							0
		SUM	0	0	0	0	0	0	0
Increase UT \$195,000, increase RW \$359,000, and decrease CN \$1,055,000 from bid savings to cover cost overruns. \$501,000 will be available for balancing.					359	195		-1055	-501
12368	Franklin Road, Black Cat Road to Ten Mile Road, Meridian	2017					0	0	0
	Funding Source: Local Participating	2018					5	56	61
	Same as above. (Federal = \$0)	2019							0
		2020							0
		2021							0
		PD							0
		SUM	0	0	0	0	0	0	0
Increase CE \$5,000 and CN \$56,000 to match the bid award.							5	56	61

Per ITD, October 7, 2016

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
19412	US 20/26, Middleton Road in Middleton Borchers Lane in Caldwell to Locust Grove Road in Meridian	2017	100						100
	Funding Source: Restoration	2018	170						170
	Restore the pavement on US 20/26 from Middleton Road Borchers Lane (milepost 26) to Locust Grove Road (milepost 39.22) by milling off the old surface and inlaying a new one. (Federal = \$3,804,000)	2019							0
		2020						3575	3575
		2021							0
		PD							0
	SUM	270	0	0	0	0	0	3575	3845
Change project name and description to accurately reflect location. No change to funding.									

Per ITD, October 19, 2016

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
13025	SH-55 (Karcher Road) and Midway Road Intersection, Nampa	2017	-83	23	215		575	3835	4565
	Funding Source: Strategic Initiatives HSIP	2018	-103	43					0
	Add a traffic signal and other operational improvements at the intersection of SH-55 (Karcher Road) and Midway Road in the City of Nampa. (Federal = \$3,804,000)	2019							0
		2020							0
		2021							0
		PD							0
	SUM	-83	23	215	0	575	3835	4565	
Transfer \$20,000 from PE to PEC to cover emergency irrigation work. No change to project total. Correct funding source.									

Temporary to Permanent Key Number Conversions

Temporary Key Number	Permanent Key Number	Project
ORN19790	19944	US 20/26, Locust Grove Road to SH-55 (Eagle Road)
ORN19791	19997	SH-69 (Meridian Road), Signalize Hubbard and Lake Hazel Roads, Kuna
ORN19792	20174	SH-55 (Karcher Road) and Florida Avenue Intersection, Caldwell
ORN19933	20212	I-84, Garrity Interchange to Ten Mile Interchange, Ada County
ORN19936	20203	I-84, Eisenman Interchange to Mt. Home Interchange, Ada and Elmore
ORN19937	20060	I-84, Sand Hollow Interchange to Farmer Sebree Canal, Seal Coat, Canyon
ORN19949	19965	SH-69 (Meridian Road), Kuna to Meridian, Pavement Improvements
ORN20004	20267	SH-55, City of Marsing to Caldwell Boulevard, Seal Coat, Canyon County
ORN20006	19856	SH-19, Oregon State Line to Homedale, Seal Coat, Canyon and Owyhee
ORN20034	19933	I-84, Mason Creek Culvert Replacement, Nampa
ORN20035	20227	US 20/26, Phyllis Canal, Bridge Rehabilitation, near Meridian
ORN20066	20275	State Street Lighting, 16th Street to 23rd Street, Boise
ORN20067	20167	Smith Avenue and Middleton Road, Signalization, Nampa
ORN20068	20249	Safety Improvements at 62 Intersections, Canyon County
ORN20081	19951	Highway 30, Goodson Road to Oasis Road, Canyon County
ORN20145	20225	SH-45, Deer Flat Road to I-84B (2nd Street), Seal Coat, Nampa

Temporary Key Number	Permanent Key Number	Project
ORN20175	20260	Commuteride, Rideshare Program, Boise and Nampa Areas
ORN20183	20014	Railroad Crossing, South Black Cat Road, Ada County
ORN20184	19875	Railroad Crossing, North Linder Road, Meridian
ORN20185	20008	Railroad Crossing, 21st Avenue, Caldwell
ORN20194	19885	ADA Ramps, Caldwell
ORN20209	20050	Planning, Metropolitan Planning Funds, COMPASS
ORN20223	20173	Commuteride, Rideshare Van Replacements, Boise Area - FY2017
ORN20224	20220	Commuteride, Rideshare Van Replacements, Boise Area - FY2018
ORN20225	20003	Capital Maintenance, Phase 2, Boise Area - FY2019
ORN20226	20091	Capital Maintenance, Local, Boise Area - FY2019
ORN20227	20046	Commuteride, Rideshare Van Replacements, Boise Area - FY2019
ORN20228	19887	Capital Maintenance, Phase 2, Boise Area - FY2020
ORN20229	19847	Capital Maintenance, Local, Boise Area - FY2020
ORN20230	20129	Capital Maintenance, Phase 2, Boise Area - FY2021
ORN20231	20159	Capital Maintenance, Local, Boise Area - FY2021
ORN20232	20122	Capital Maintenance, Phase 2, Boise Area - FY2022
ORN20233	20006	Capital Maintenance, Local, Boise Area - FY2022
ORN20234	20259	Capital Maintenance, Phase 1, Boise Area - FY2023
ORN20235	19993	Capital Maintenance, Phase 2, Boise Area - FY2023
ORN20236	20080	Capital Maintenance, Local, Boise Area - FY2023
ORN20237	19950	Capital Maintenance, Alternative Transportation Set-Aside, Boise Area - FY2023
ORN20238	20271	Studies and Special Projects Set-Aside, Boise Area - FY2023
ORN20239	20063	Pedestrian Improvements, Avenue E, 4th Street to Main Street, Kuna
ORN20240	20010	Bike Share, Phase 1, Boise
ORN20241	20143	Pedestrian Improvements, Main Street, Avenue A to Avenue C, Kuna
ORN20242	20127	Bike Share, Phase 2, Boise
ORN20243	20245	SR2S, VRT, Ada County - FY2021
ORN20244	20095	Bicycle Parking, Covered Bicycle Facility, BSU
ORN20245	19968	SR2S, VRT, Ada County - PD
ORN20246	19828	Pathway, Five Mile Creek, Treatment Plant to Black Cat Road, Meridian
ORN20247	19979	Bicycle Parking, Downtown Bicycle Facilities, BSU
ORN20285	20089	SR2S, VRT, Canyon County - FY2018
ORN20295	20141	Pathway, Indian Creek, Taffy Drive to Peppermint Drive, Nampa
ORN20306	20076	Pathway, Indian Creek, 4th Avenue to the Greenbelt, Caldwell
ORN20260	19959	Pedestrian Improvements, Historic North Nampa Pathway, Nampa
ORN20261	20153	Commuteride, Rideshare Van Replacements, Nampa Area
ORN20262	20043	Transit - Beyond Demand Response, Nampa Area
ORN20263	20105	Transit - Vehicle Replacement, Metro Community Service, Nampa Area
ORN20264	19855	Pedestrian and Bicycle Improvements, Blaine and Iowa, Nampa
ORN20265	20145	Commuteride, Rideshare Van Replacements, Nampa Area
ORN20266	19852	Commuteride, Rideshare Expansion Vehicles, Nampa Area
ORN20316	19920	Planning, COMPASS
ORN20318 / NEW	20049	Study, Intersection at SH-44 (State Street) and Glenwood Street , Boise

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

UT = Utilities
CE = Construction Engineering
CN = Construction

FY = Fiscal Year
KN = Key Number

ACHD = Ada County Highway District
ITD = Idaho Transportation Department
STP-TMA = Surface Transportation Program - Transportation Management Area (Boise Urbanized Area)



Working together to plan for the future

Memorandum

To: Matt Stoll, Executive Director
From: Jessica Wilson, Data Analyst *JW*
Date: October 27, 2016
Re: **Request for Approval of Administrative Modification #25 for the FY2016-2020 Regional Transportation Improvement Program**

ACTION REQUESTED:

Approval of Administrative Modification #25 for the FY2016-2020 Regional Transportation Improvement Program.

BACKGROUND:

Modifications were determined through staff review and sponsor agency agreement to adjust projects with differences in FY2017 funding between the current FY2016-2020 TIP and the updated FY2017-2021 TIP. Federal approval of the FY2017-2021 TIP is not expected until the end of December 2016. These actions allow first quarter obligations to occur, when needed.

STATUS:

Per COMPASS:

- **Planning, Metropolitan Planning Funds, COMPASS (CPA2) – FTA 5303** – Increase preliminary engineering consultant in FY2017 from \$291,000 to \$294,000 to mirror the FY2017-2021 TIP. **Other Federal** – Increase preliminary engineering consultant in FY2017 from \$1,050,000 to \$1,124,000 to mirror the FY2017-2021 TIP.
- **Planning, Freight and Goods Movement Study Update, COMPASS (18948) – STP-TMA** – Decrease preliminary engineering consultant in FY2017 from \$400,000 to \$300,000 to mirror the FY2017-2021 TIP.

Per ACHD:

- **Bogus Basin Road Safety, Maintenance, and Trailhead Improvements (19783) – FLAP** – Increase preliminary engineering in FY2017 from \$0 to \$381,000; increase preliminary engineering in FY2018 from \$0 to \$36,000, construction engineering from \$0 to \$200,000, and decrease construction from \$5,400,000 to \$4,397,000; and increase preliminary engineering in FY2019 from \$0 to \$39,000 and construction from \$0 to \$325,000 to mirror the FY2017-2021 TIP.
- **Capital Maintenance, Phase 2, Boise Area – FY2019 (20003) – STP-TMA** – add project. \$9,000 in preliminary engineering and \$218,000 in preliminary engineering consultant in FY2017, and \$323,000 in construction engineering and \$1,833,000 in construction in FY2019 to mirror the FY2017-2021 TIP.
- **Railroad Crossing, South Black Cat Road, Ada County (20014) – Federal Rail** – add project. \$15,000 in preliminary engineering in FY2017, and \$10,000 in construction engineering and \$400,000 in construction in FY2018 to mirror the FY2017-2021 TIP.
- **Capital Maintenance, Local Boise Area – FY2019 (20091) – Non-Participating (Local)** – add project. \$20,000 in preliminary engineering consultant in FY2017, and \$300,000 in construction in FY2019 to mirror the FY2017-2021 TIP.

Per Canyon Highway District:

- **Riverside Road and Lake Shore Drive, Rehabilitation, Canyon County (14362) – FLAP** – Decrease construction engineering in FY2017 from \$500,000 to \$408,000 and increase construction from \$2,279,000 to \$4,123,000 to mirror the FY2017-2021 TIP.

Per ITD:

- **SH-19, Oregon State Line to Homedale, Seal Coat, Canyon and Owyhee (19856) – Pavement Preservation** – add project. \$25,000 in preliminary engineering in FY2017, and \$60,000 in construction engineering and \$1,200,000 in construction in FY2020 to mirror the FY2017-2021 TIP.
- **I-84, Mason Creek Culvert Replacement, Nampa (19933) – Bridge Restoration** – add project. \$50,000 in preliminary engineering and \$200,000 in preliminary engineering consultant in FY2017, \$50,000 in preliminary engineering and \$200,000 in right-of-way in FY2018, and \$220,000 in construction engineering and \$2,000,000 in construction in FY2019 to mirror the FY2017-2021 TIP.
- **US 20/26, Locust Grove Road to SH-55 (Eagle Road) (19944) – Strategic Initiatives** – add project. \$200,000 in preliminary engineering in FY2017, \$250,000 in preliminary engineering consultant in FY2018, \$2,175,000 in right-of-way in FY2019, and \$4,850,000 in construction in Preliminary Development to mirror the FY2017-2021 TIP.
- **SH-45, Deer Flat Road to I-84B (2nd Street), Seal Coat, Nampa (20225) – Pavement Preservation** – add project. \$100,000 in construction engineering and \$1,300,000 in construction in FY2017 to mirror the FY2017-2021 TIP.
- **US 20/26, Phyllis Canal, Bridge Rehabilitation, near Meridian (20227) – Bridge Restoration** – add project. \$50,000 in preliminary engineering and \$200,000 in preliminary engineering consultant in FY2017, \$25,000 in preliminary engineering in FY2018, \$25,000 in preliminary engineering in FY2019, and \$270,000 in construction engineering and \$2,500,000 in construction in Preliminary Development to mirror the FY2017-2021 TIP.
- **SH-55, City of Marsing to Caldwell Boulevard, Seal Coat, Canyon County (20267) – Pavement Preservation** – add project. \$25,000 in preliminary engineering in FY2017, and \$45,000 in construction engineering and \$900,000 in construction in FY2018 to mirror the FY2017-2021 TIP.

Per Treasure Valley Transit:

- **Transit – Beyond Demand Response, Nampa Area (20043) – FTA 5307 Small Urban** – add project. \$91,000 in construction in FY2017, \$243,000 in construction in FY2018, \$266,000 in construction in FY2019, \$293,000 in construction in FY2020, and \$323,000 in construction in Preliminary Development to mirror the FY2017-2021 TIP.

Per Valley Regional Transit:

- **Planning, Transit, VRT, Boise (18677) – FTA 5307 Large Urban** – Decrease preliminary engineering consultant in FY2016 from \$828,000 to \$409,000, and increase preliminary engineer consultant in FY2017 from \$429,000 to \$848,000 to mirror the FY2017-2021 TIP.
- **Planning, Transit, VRT, Nampa (18805) – FTA 5307 Small Urban** – Decrease preliminary engineering consultant in FY2016 from \$356,000 to \$161,000, and increase preliminary engineer consultant in FY2017 from \$169,000 to \$364,000 to mirror the FY2017-2021 TIP.
- **Transit – Acquisition of Service, Nampa (18739) – FTA 5310 Small Urban** – Increase construction in FY2017 from \$279,000 to \$283,000 to mirror the FY2017-2021 TIP.

The funding details for the projects above are provided in Attachment 1.

Approval:

All changes for Administrative Modification #25, as provided in this memorandum and detailed on Attachment 1, are approved as of October 27, 2016.



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

Attachment (1)

pc: 685.03
TT/JW T:\FY17\600 Projects\685 TIP\FY1620TIP\Amend\161026AdminMod25ltr.docx

Administrative Modification #25
 FY2016-2020 Regional Transportation Improvement Program
 Per Staff Review for 1st Quarter FY2017 Obligations, October 25, 2017

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
CPA2	Planning, Metropolitan Planning Funds, COMPASS	2016		388					388
	Funding Source: FTA 5303	2017		291 294					291 294
	Metropolitan planning organization (MPO) planning funds from Federal Highway Administration and Federal Transit Administration. These projects tie to ITD key numbers 19144, 13495, 13496, 13963, 19071, and 19258. (Federal \$1,441,000)	2018			291				291
		2019			291				291
		2020			291				291
		PD							0
		SUM	0		1552 1555	0	0	0	0
Adjust FY2017 amounts to mirror the FY2017-2021 TIP.									
CPA2	Planning, Metropolitan Planning Funds, COMPASS	2016		1050					1050
	Funding Source: Other Federal	2017		1050 1124					1050 1124
	Same as above. (Federal \$4,933,000)	2018			1050				1050
		2019			1050				1050
		2020			1050				1050
		PD							0
		SUM	0		5250 5324	0	0	0	0
Adjust FY2017 amounts to mirror the FY2017-2021 TIP.									
14362	Riverside Road and Lake Shore Drive, Rehabilitation, Canyon County	2016							0
	Funding Source: FLAP	2017					500	2279	2779
	This project will rehabilitate Riverside Road and Lake Shore Drive near Lake Lowell in Canyon County. This is a Federal Land Access Program project managed by Western Federal Lands. (Federal \$4,198,000)	2018					408	4123	4531
		2019							0
		2020							0
		PD							0
		SUM	0		0	0	0	500 408	2279 4123
Adjust FY2017 amounts to mirror the FY2017-2021 TIP.									
18677	Planning, Transit, VRT, Boise	2016		828					828
	Funding Source: FTA 5307 LU	2017		429 848					429 848
	Supports Valley Regional Transit's planning efforts in Boise Urbanized Area. FY2015 funds carried over to FY2016. FY2016 funds carried over to FY2017. (Federal \$2,062,000)	2018			440				440
		2019			440				440
		2020			440				440
		PD							0
		SUM	0		2577	0	0	0	0
Adjust FY2017 amounts to mirror the FY2017-2021 TIP.									

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)								
		Cost year	PE	PEC	RW	UT	CE	CN	SUM	
18739	Transit – Acquisition of Service, Nampa	2016						201	201	
	Funding Source: FTA 5310 SU	2017						279	279	
	Funds to provide administration and implementation of acquisition of service in the Nampa Urbanized Area. Determination of funding made through a competitive process. (Federal \$1,057,000)	2018						283	283	
		2019						279	279	
		2020						279	279	
		PD								
		SUM	0	0	0	0	0	1317	1317	
Adjust FY2017 amounts to mirror the FY2017-2021 TIP.							1321	1321		
18805	Planning, Transit, VRT, Nampa	2016		356					356	
	Funding Source: FTA 5307 SU	2017		161					161	
	Supports Valley Regional Transit's planning efforts in the Nampa Urbanized Area. Includes design for Key Number 19279.) FY2015 funds carried over to FY2016. FY2016 funds carried over to FY2017. (Federal \$844,000)	2018			169					169
		2019			364					364
		2020			174					174
		2020			178					178
		PD			178					178
SUM	0	1055	0	0	0	0	0	1055		
Adjust FY2017 amounts to mirror the FY2017-2021 TIP.										
18948	Planning, Freight and Goods Movement Study Update, COMPASS	2016							0	
	Funding Source: STP-TMA	2017		400					400	
	Update information from the 2008 freight study; providing information about freight and goods movement in the Treasure Valley, including choke points and freight problem areas; identify needed improvements, including in access, safety, impact on other modes; identify economic impacts of freight to the regional economy. (Per COMPASS Board direction, the cost of this project will be reviewed in FY2016 prior to development of the scope of work.) (Federal \$278,000)				300					300
		2018								0
		2019								0
		2020								0
		PD								0
SUM	0	400	0	0	0	0	0	400		
Adjust FY2017 amounts to mirror the FY2017-2021 TIP.								300		
NEW 19783	Bogus Basin Road Safety, Maintenance, and Trailhead Improvements	2016							0	
	Funding Source: FLAP	2017	0						0	
	This project will complete safety improvements and pavement rehabilitation on Bogus Basin Road from milepost 9 to Bogus Basin Mountain Recreation area (milepost 16.2) and add a trailhead. Details, including the design phase timing, will be added when available. The project is funded through the Federal Lands Access Program through a competitive process. (Federal \$4,983,000)	2018	381							381
		2019	0				0	5400	5400	5400
		2020	36				200	4397	4633	4633
		2020	0					0	0	0
		PD	39					325	364	364
SUM	0	0	0	0	0	5400	5400	5400		
Adjust FY2017 amounts to mirror the FY2017-2021 TIP.		456				200	4722	5378		

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
19856	SH-19, Oregon State Line to Homedale, Seal Coat, Canyon and Owyhee	2016							0
	Funding Source: Pavement Preservation	2017	0						0
	Seal coat the pavement surface on SH-19 from the Oregon State Line to the City of Homedale to improve ride quality and extend the life of the pavement. (71% Canyon County and 29% Owyhee County) (Federal \$1,191,000)	2018	25						25
		2019							0
		2020					0	0	0
		PD					60	1200	1260
		SUM	0	0	0	0	0	0	0
Add project to mirror the FY2017-2021 TIP.		25				60	1200	1285	
19933	I-84, Mason Creek Culvert Replacement, Nampa	2016							0
	Funding Source: Bridge Restoration	2017	0	0					0
	Replace the Mason Creek Culvert at I-84, located in the City of Nampa, to prevent water from overtopping the interstate with 100-year flood conditions. (Federal \$2,510,000)	2018	50	200					250
		2019	0		0				0
		2020	50		200				250
		PD					0	0	0
		SUM					220	2000	2220
Add project to mirror the FY2017-2021 TIP.		0	0	0	0	0	0	0	
19944	US 20/26, Locust Grove Road to SH-55 (Eagle Road)	2016							0
	Funding Source: Strategic Initiatives	2017	0						0
	Add an additional westbound and eastbound lane on US 20/26 (Chinden Boulevard) between Locust Grove Road and SH-55 (Eagle Road) to improve mobility and reduce crashes. (Federal \$6,926,000)	2018	200						200
		2019		0					0
		2020		250					250
		PD			0				0
		SUM			2175				2175
Add project to mirror the FY2017-2021 TIP.		0	0	0	0	0	0	0	
20003	Capital Maintenance, Phase 2, Boise Area - FY2019	2016							0
	Funding Source: STP-TMA	2017	0	0					0
	Supplement the local maintenance program for arterials and collectors within the Boise Urbanized Area. (Federal \$2,208,000)	2018	9	218					227
		2019							0
		2020					0	0	0
		PD					323	1833	2156
		SUM			0	0	0	0	0
Add project to mirror the FY2017-2021 TIP.		9	218	0	0	323	1833	2383	
20014	Railroad Crossing, South Black Cat Road, Ada County	2016							0
	Funding Source: Federal Rail	2017	0						0
	Install crossing gates and signals at the railroad crossing on South Black Cat Road in Ada County. (Federal \$425,000)	2018	15						15
		2019					0	0	0
		2020					10	400	410
		PD							0
		SUM			0	0	0	0	0
Add project to mirror the FY2017-2021 TIP.		0	0	0	0	0	0	0	

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
			15				10	400	425
20043	Transit - Beyond Demand Response, Nampa Area	2016							0
	Funding Source: FTA 5307 SU	2017						0	0
	Provides demand response service above and beyond Americans with Disabilities Act requirements in the Nampa Urbanized Area. (Federal \$973,000) Add project to mirror the FY2017-2021 TIP.	2018						91	91
		2019						0	0
		2020						243	243
		2020						0	0
		2020						266	266
		PD						0	0
		SUM		0	0	0	0	0	0
							1216	1216	
20091	Capital Maintenance, Local, Boise Area - FY2019	2016							0
	Funding Source: Non-Participating (Local)	2017		0					0
	Supports the local maintenance program for arterials and collectors within the Boise Urbanized Area by developing maintenance projects to federal standards using local funds. This project could convert to federal-aid if funds become available. (Federal \$0) Add project to mirror the FY2017-2021 TIP.	2018		20					20
		2019						0	0
		2020						300	300
		PD						0	0
		SUM		0	0	0	0	0	0
					20				300
20225	SH-45, Deer Flat Road to I-84B (2nd Street), Seal Coat, Nampa	2016							0
	Funding Source: Pavement Preservation	2017					0	0	0
	Microseal SH-45 from Deer Flat Road to 2nd Street in downtown Nampa. This is a pavement preservation project to seal asphalt work completed in 2015 under KN 13030. (Federal \$1,297,000) Add project to mirror the FY2017-2021 TIP.	2018					100	1300	1400
		2019							0
		2020							0
		PD							0
		SUM		0	0	0	0	0	0
								100	1300
20227	US 20/26, Phyllis Canal, Bridge Rehabilitation, near Meridian	2016							0
	Funding Source: Bridge Restoration	2017	0	0					0
	Replace a culvert on US 20/26 at the Phyllis Canal near the City of Meridian due to age and restrictions for freight. (Federal \$2,845,000) Add project to mirror the FY2017-2021 TIP.	2018	50	200					250
		2019	25						25
		2020	25						25
		PD						0	0
		SUM		0	0	0	0	0	0
				100	200			270	2500
							270	2500	3070

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
20267	SH-55, City of Marsing to Caldwell Boulevard, Seal Coat, Canyon County	2016							0
	Funding Source: Pavement Preservation	2017	0						0
	Seal coat the pavement surface on SH-55 from the City of Marsing to Caldwell Boulevard in the City of Caldwell to improve ride quality and extend the life of the pavement. (Federal \$899,000)	2018	25						25
		2019					0	0	0
		2020					45	900	945
		2021							0
		2022							0
		PD							0
Add project to mirror the FY2017-2021 TIP.		SUM	0	0	0	0	0	0	
			25	0	0	0	45	900	970

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

UT = Utilities
 CE = Construction Engineering
 CN = Construction

FY = Fiscal Year
 KN = Key Number

FLAP = Federal Lands Access Program
 FTA 5303 = Federal Transit Administration MPO Planning Funds
 FTA 5307 LU = Federal Transit Administration formula funds (Large Urban)
 FTA 5307 SU = Federal Transit Administration formula funds (Small Urban)
 FTA 5310 SU = Federal Transit Administration funds for the elderly and persons with disabilities
 ITD = Idaho Transportation Department
 STP-TMA = Surface Transportation Program - Transportation Management Area (Boise Urbanized Area)

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Memorandum

To: Matt Stoll, Executive Director
From: Jessica Wilson, Data Analyst *ju*
Date: November 7, 2016
Re: **Request for Approval of Administrative Modification #26 for the FY2016-2020 Regional Transportation Improvement Program and Administrative Modification #2 for the FY2017-2021 Regional Transportation Improvement Program**

ACTION REQUESTED:

Approval of Administrative Modification #26 for the FY2016-2020 Regional Transportation Improvement Program and Administrative Modification #2 for the FY2017-2021 Regional Transportation Improvement Program.

BACKGROUND:

Modifications were requested by ITD to reflect adjustments from change orders, cost overruns, and carry overs. Additionally, process changes after the COMPASS and ITD review of the program update.

STATUS:

Per ITD:

- **SH-55 (Karcher Road) and Midway Road Intersection, Nampa (13025) HSIP-** Decrease \$16,000 from preliminary engineering consultant and increase preliminary engineering \$76,000 to cover testing for a concrete pipe and project administration. Additional adjustments are also included to incorporate mirroring changes.
- **US-95 Bridge Replacement at US 20/26 UPRR Overpass, Canyon County (12886) Bridge Restoration -** Deobligate \$10,000 from construction engineering to preliminary engineering to cover cost overruns. No change to project total. Construction was originally obligated in FY2016.
- **SH-44, Junction I-84 to Plummer Road in Star, Canyon County (13463) Bridge Restoration -** Transfer \$10,000 from construction engineering to preliminary engineering to cover cost overruns. No change to project total. Construction was originally obligated in FY2016.
- **SH-16, Boise River Bridge North Stage (12915) Capacity -** Deobligate \$50,000 from construction and move to construction engineering to cover overrun and project closeout. No change to total cost. Construction was originally obligated in FY2012.
- **SH-55 (Karcher Road) and Hoskins/Pride/Riverside, Canyon County (18779) Strategic Initiatives -** Increase preliminary engineering consultant \$250,000 for materials, survey, and environmental contracts. Funds from KN 19112 (not in the COMPASS planning area). Total increase of 8.5%.
- **Transit - Technology, Nampa Area (19573) FTA 5339 SU -** Increase construction \$194,000, carry over from FY2016.

Per COMPASS and ITD:

- **Farmway Road and Extension 44 Road Rehabilitation, Canyon County (13054) STP-R** - Decrease construction engineering \$104,000 and construction \$800,000 to mirror ITD program update.
- **State Street and Collister Drive Intersection, Boise (13481) STP-TMA** - Advance \$949,000 of construction funds from FY2019 to FY2018 to remove advance construction, per COMPASS staff review of program update. No change to project total.
- **Capital Maintenance, VRT, Boise Area - FY2017 (13902) STP-TMA** - Increase construction \$183,000, per COMPASS staff review of program update.
- **I-84, Bridge Deck Life Extension, Boise and Caldwell (13945) Bridge Preservation** - Decrease construction engineering \$41,000 and construction \$156,000 to mirror ITD program update.
- **SH-44, Canyon Canal Bridge, Middleton (18950) Bridge Restoration** - Decrease construction \$10,000 to mirror ITD program update.
- **SH-44 (State Street) and SH-55 (Eagle Road) Intersection, Eagle (~~19572~~ 13476) Early Development** - Increase preliminary engineering \$700,000 (\$50,000 in FY2017, FY2018, FY2019, FY2020, FY2021, and \$450,000 in preliminary development to mirror ITD program update. Change KN to 13476 to match original project for early design.
- **US 20/26, Parma Junction to I-84, Seal Coat, Canyon County (19332) Pavement Preservation** - Increase construction \$39,000 to mirror ITD program update.
- **SH-69 (Meridian Road), Signalize Hubbard and Lake Hazel Roads, Kuna (19997) Local Participating** - Add funding source to mirror ITD program update.
- **Railroad Crossing, 21st Avenue, Caldwell (20008) Federal Rail** - Increase construction engineering \$10,000 and construction \$105,000 to mirror ITD program update.
- **SH-55 (Karcher Road) and Florida Avenue Intersection, Caldwell (20174) Local Participating** - Add funding source to mirror ITD program update. **Strategic Initiatives** - Decrease construction \$115,000 to mirror ITD program update.

Approval:

All changes for Administrative Modifications #26 and #2, as provided in this memorandum and detailed on Attachment 1, are approved as of November 7, 2016.



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

Attachment (1)

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Administrative Modification #26 FY2016-2020 Regional Transportation Improvement Program
 and
 Administrative Modification #2 FY2017-2021 Regional Transportation Improvement Program

Per ITD, October 20, 2016

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)								
		Cost year	PE	PEC	RW	UT	CE	CN	SUM	
13025	SH-55 (Karcher Road) and Midway Road Intersection, Nampa	2017	-103	43	215		575	3835	4565	
	Funding Source: HSIP		-27	27					4625	
	Add a traffic signal and other operational improvements at the intersection of SH-55 (Karcher Road) and Midway Road in the City of Nampa. (Federal = \$4,286,000)	2018								0
		2019								0
		2020								0
		2021								0
		PD								0
	SUM		-103	43	215		575	3835	4565	
			-27	27					4625	
Decrease \$16,000 from PEC and increase PE \$76,000 to cover testing for a concrete pipe and project administration. Additional adjustments are also included to incorporate mirroring changes.										

Per COMPASS and ITD Mirror Review, October 27, 2016

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)								
		Cost year	PE	PEC	RW	UT	CE	CN	SUM	
13054	Farmway Road and Extension 44 Road Rehabilitation, Canyon County	2017							0	
	Funding Source: STP-R						484	2421	2905	
	Reconstruct Farmway Road, US 20/26 to Extension 44 Road and Extension 44 Road from Farmway Road to I-84 ramps. Work includes eliminating abrupt shoulders and corrects substandard bridge crossings. (Federal = \$1,854,000)	2018						380	1621	2001
		2019								0
		2020								0
		2021								0
		PD								0
SUM		0	0	0	0	484	2421	2905		
						380	1621	2001		
Decrease CE \$104,000 and CN \$800,000 to mirror ITD program update.										
13481	State Street and Collister Drive Intersection, Boise	2017			680				680	
	Funding Source: STP-TMA						1255	6167	7422	
	Improve the intersection of State Street and Collister Drive in the City of Boise. (Federal = \$8,387,000)	2018						7116	8371	
		2019						949	0	949
		2020								0
		2021								0
		PD								0
SUM		0	0	680	0	1255	7116	9051		
Advance \$949,000 of CN funds from FY2019 to FY2018 to remove advance construction, per COMPASS staff review of program update. No change to project total.										

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
13902	Capital Maintenance, VRT, Boise Area - FY2017	2017						104	104
	Funding Source: STP-TMA	2018						287	287
	Replace public transportation bus or facility in FY2017 in the Boise Urbanized Area. (Federal = \$96,000)	2019							0
		2020							0
		2021							0
		PD							0
	Increase CN \$183,000, per COMPASS staff review of program update.	SUM	0	0	0	0	0	104	104
							287	287	
13945	I-84, Bridge Deck Life Extension, Boise and Caldwell	2017					149	1285	1434
	Funding Source: Bridge Preservation	2018					107	1129	1236
	Preserve and maintain two existing bridges on I-84, at Federal Way in the City of Boise and at Middleton Road in the City of Caldwell. The decks, curbs, and sidewalks will be treated as necessary, and railings will be repainted. (Federal = \$1,145,000)	2019							0
		2020							0
		2021							0
		PD							0
	Decrease CE \$41,000 and CN \$156,000 to mirror ITD program update.	SUM	0	0	0	0	149	1285	1434
						107	1129	1236	
18950	SH-44, Canyon Canal Bridge, Middleton	2017	10						10
	Funding Source: Bridge Restoration	2018							0
	Replace the structurally deficient cast-in-place concrete bridge over the Canyon Canal with a precast box culvert on SH-44 in Middleton. Other improvements include replacing the curbs, gutters, sidewalks, and railings. (Federal = \$1,631,000)	2019					270	1500	1770
		2020						1480	1750
		2021							0
		PD							0
	Decrease CN \$10,000 to mirror ITD program update.	SUM	10	0	0	0	270	1500	1780
							1480	1760	
19572 13476	SH-44 (State Street) and SH-55 (Eagle Road) Intersection, Eagle	2017	0						0
	Funding Source: Early Development	2018	50						50
	Construct a partial (1/2) continuous flow intersection (CFI) at SH-44 (State Street) and SH-55 (Eagle Road) in the City of Eagle. CFI improvements are specific to high capacity intersections and include displaced left-turn lanes. CFI intersections improve congestion and facilitate pedestrian use. Design is currently underway. Construction is expected to cost \$5,000,000, but is considered "unfunded." (Federal = \$5,282,000)	2019	0						0
		2020	50						50
		2021	0						0
		PD	50						50
	Increase PE \$700,000 (\$50,000 in FY2017, FY2018, FY2019, FY2020, FY2021, and \$450,000 in PD to mirror ITD program update. Change KN to 13476 to match original project for early design.	PD	0					5000	0
			450						5450
	SUM	0	0	0	0	0	5000	5000	
		700						5700	

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
19332	US 20/26, Parma Junction to I-84, Seal Coat, Canyon County	2017							0
	Funding Source: Pavement Preservation	2018						775	775
	Seal coat US 20/26 from the Parma Junction to I-84 to preserve this section of roadway. (Federal = \$0)	2019						814	814
		2020							0
		2021							0
		PD							0
	Increase CN \$39,000 to mirror ITD program update.	SUM	0	0	0	0	0	775 814	775 814
19997	SH-69 (Meridian Road), Signalize Hubbard and Lake Hazel Roads, Kuna	2017							0
	Funding Source: Local Participating	2018							0
	Install signalization on SH-69 at the intersections of Hubbard Road and Lake Hazel Road in the City of Kuna to improve safety. (Federal = \$0)	2019							0
		2020							0
		2021						0	0
		PD						272	272
	Add funding source to mirror ITD program update.	SUM	0	0	0	0	0	0 272	0 272
19997	SH-69 (Meridian Road), Signalize Hubbard and Lake Hazel Roads, Kuna	2017							0
	Funding Source: Strategic Initiatives	2018	40						40
	Same as above. (Federal = \$419,000)	2019							0
		2020							0
		2021			4			408	412
		PD							0
	No change to funding source.	SUM	40	0	4	0	0	408	452
20008	Railroad Crossing, 21st Avenue, Caldwell	2017							0
	Funding Source: Federal Rail	2018	15						15
	Install and update crossing signals at the 21st Avenue railroad crossing in the City of Caldwell. (Federal = \$590,000)	2019					10	450	460
		2020					20	555	575
		2021							0
		PD							0
	Increase CE \$10,000 and CN \$105,000 to mirror ITD program update.	SUM	15	0	0	0	10 20	450 555	475 590
20174	SH-55 (Karcher Road) and Florida Avenue Intersection, Caldwell	2017							0
	Funding Source: Local Participating	2018							0
	Install a "thru-U" intersection at SH-55 (Karcher Road) and Florida Avenue in the City of Caldwell to reduce crashes and improve safety. A thru-U intersection has no left turns at the intersection, but includes a U-turn after the intersection to facilitate the turning movement. (Federal = \$0)	2019							0
		2020							0
		2021						0	0
		PD						115	115
	Add funding source to mirror ITD program update.	SUM	0	0	0	0	0	0 115	0 115

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)								
		Cost year	PE	PEC	RW	UT	CE	CN	SUM	
20174	SH-55 (Karcher Road) and Florida Avenue Intersection, Caldwell	2017							0	
	Funding Source: Strategic Initiatives	2018	55						55	
	Same as above. (Federal = \$496,000) Decrease CN \$115,000 to mirror ITD program update.		2019			20				20
			2020							0
			2021						575	575
									460	460
			PD							0
	SUM		55	0	20	0	0	575	650	
							460	535		

Per ITD, October 31, 2016

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)								
		Cost year	PE	PEC	RW	UT	CE	CN	SUM	
12886	US-95 Bridge Replacement at US 20/26 UPRR Overpass, Canyon County	2017	0				0		0	
	Funding Source: Bridge Restoration	2018	10				-10		0	
	Replace the bridge on US-95 over the Union Pacific Railroad at the junction of US 20/26 in Canyon County near the City of Parma. (Federal = \$0) Deobligate \$10,000 from CE to PE to cover cost overruns. No change to project total. CN was originally obligated in FY2016.		2019							0
			2020							0
			2021							0
			PD							0
			SUM		0	0	0	0	0	0
			10				-10		0	
13463	SH-44, Junction I-84 to Plummer Road in Star, Canyon County	2017	0				0		0	
	Funding Source: Restoration	2018	10				-10		0	
	Rehabilitate SH-44 from I-84 in Canyon County to Plummer Road in the City of Star in order to extend the service life and improve the riding surface. Other improvements include guardrail replacement, ensuring accessibility for people with disabilities at intersections, and replacing two failing culverts. (Federal = \$0) Transfer \$10,000 from CE to PE to cover cost overruns. No change to project total. CN was originally obligated in FY2016.		2019							0
			2020							0
			2021							0
			PD							0
			SUM		0	0	0	0	0	0
			10				-10		0	

Per ITD, November 1, 2016

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
12915	SH-16, Boise River Bridge North Stage	2017					0	0	0
	Funding Source: Capacity SH-16, SH-44 (State Street) to US 20/26 (Chinden Boulevard) River Crossing. This project includes the north stage of the Boise River Bridge. (Federal = \$0) Deobligate \$50,000 from CN and move to CE to cover overrun and project closeout. No change to total cost. CN was originally obligated in FY2012.	2018					50	-50	0
		2019							0
		2020							0
		2021							0
		PD							0
		SUM	0	0	0	0	0	50	-50
18779	SH-55 (Karcher Road) and Hoskins/Pride/Riverside, Canyon County	2017		0					0
	Funding Source: Strategic Initiatives Improve the intersections at Hoskins Road, Pride Lane, and Riverside Road to improve safety on SH-55 northwest of the Deer Flat National Wildlife Refuge (Lake Lowell). A preliminary safety analysis indicates new turn lanes will be warranted. (Federal = \$0) Increase PEC \$250,000 for materials, survey, and environmental contracts. Funds from KN 19112 (not in the COMPASS planning area). Total increase of 8.5%.	2018		250					250
		2019					155	1390	1545
		2020							0
		2021							0
		PD							0
		SUM	0	0	0	0	155	1390	1545

Per ITD, November 4, 2016

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
19573	Transit - Technology, Nampa Area	2017						206	206
	Funding Source: FTA 5339 SU Provide annunciators for all fixed-route vehicles in the ValleyRide fleet. Annunciators are considered en-route public transportation information, and provide audio and visual announcements to travelers in the Nampa Urbanized Area. Information will be available on-board a public transportation vehicle, and at bus stations and bus stops, to assist travelers in making informed decisions and itinerary modifications. (Federal = \$320,000) Increase CN \$194,000, carry over from FY2016.	2018						400	400
		2019							0
		2020							0
		2021							0
		PD							0
		SUM	0	0	0	0	0	0	206
							400	400	

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

ACHD = Ada County Highway District
HSIP = Highway Safety Improvement Program
ITD = Idaho Transportation Department
STP-R = Surface Transportation Program - Rural
STP-TMA = Surface Transportation Program - Transportation Management Area (Boise Urbanized Area)

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