



Working together to plan for the future

COMPASS BOARD MEETING PACKET

December 21, 2015

2016 COMPASS Board Meeting Dates

COMPASS BOARD MEETING DATE/TIME	LOCATION	KEY ITEMS
Monday, February 22, 2016	COMPASS 1 st Floor Board Room 700 NE 2 nd Street Meridian, Idaho	Approve Priorities of New Projects for FY2017-2021 Regional Transportation Improvement Program Approve Updates to COMPASS Financial Policies and Procedures Approve Priorities for Discretionary Grants, if applicable Adopt Resolution Amending the FY2015-2019 Transportation Improvement Program Confirm Finance Committee Membership
Monday, April 18, 2016	COMPASS 1 st Floor Board Room 700 NE 2 nd Street Meridian, Idaho	Accept 2016 Population Estimates Approve FY2016 Membership Dues
Monday, June 20, 2016	COMPASS 1 st Floor Board Room 700 NE 2 nd Street Meridian, Idaho	Adopt Resolution Approving Priorities for the End-of-Year Program Approve Policy for STP-TMA Allocation of Funding for CIM 2.0
Monday, August 15, 2016	COMPASS 1 st Floor Board Room 700 NE 2 nd Street Meridian, Idaho	Approve COMPASS Workgroup Charters Adopt Resolution Approving the FY2017 Unified Planning Work Program and Budget Approve FY2017 COMPASS Funding Plan Accept 2016 Change in Motion Report Adopt Resolution Approving the FY2017-2020 TIP and Associated Air Quality Conformity Demonstration
Monday, October 17, 2016	COMPASS 1 st Floor Board Room 700 NE 2 nd Street Meridian, Idaho	Adopt Resolution Approving Priorities for Rural Projects
Monday, December 19, 2016	Nampa Civic Center 311 3rd Street S. Nampa, Idaho	Annual Meeting and Annual Holiday Board Luncheon Adopt Resolution Approving Revision 1 of the FY2017 Unified Planning Work Program and Budget Confirm Board Officers: Chair, Chair-Elect, Vice Chair, Immediate Past Chair and Elect Secretary/Treasurer Confirm Executive Committee Representatives for Cities under 25,000 in Population

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



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Community Planning Association of Southwest Idaho 2015 Board of Directors

GENERAL MEMBERS	SPECIAL MEMBERS	EX-OFFICIO MEMBERS
Ada County: Commissioner Dave Case Commissioner Jim Tibbs Commissioner Rick Yzaguirre	Boise State University: Nicole Nimmons, Acting Executive Director of Campus Services and Executive Director of Transportation and Parking Services	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 Jim Reynolds	Valley Regional Transit: Kelli Fairless, Executive Director	
City of Garden City: Mayor John Evans		
City of Kuna: Mayor Greg Nelson		
City of Meridian: Mayor Tammy de Weerd Councilmember 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 Nathan Mitchell		
City of Wilder: Tracy Jones, Public Works Supervisor		
Ada County Highway District: Commissioner Rebecca Arnold Commissioner Sara Baker Commissioner Jim Hansen		
Canyon Highway District #4: Commissioner John McEvoy		

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Working together to plan for the future

COMPASS BOARD OF DIRECTORS' ANNUAL MEETING
DECEMBER 21, 2015 – 1:30 PM
NAMPA CIVIC CENTER, 311 3RD STREET SOUTH
NAMPA, IDAHO

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

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

** AGENDA **

I. CALL TO ORDER (1:30)

II. PLEDGE OF ALLEGIANCE

III. AGENDA ADDITIONS/CHANGES

IV. OPEN DISCUSSION/ANNOUNCEMENTS

V. CONSENT AGENDA

- Page 3 * A. Approve October 19, 2015, Board Meeting Minutes
Page 7 * B. Receive September 8 and October 13, 2015, Executive Committee Meeting Minutes
Page 13 * C. Receive July 30, 2015, Special Finance Committee Meeting Minutes
Page 15 * D. Approve List of Records for Destruction
Page 17 * E. Confirm Regional Transportation Advisory Committee Membership
Page 19 * F. Confirm Executive Committee Adoption of Resolution 03-2016 Amending the FY2015-2019 and FY2016-2020 Regional Transportation Improvement Programs
Page 33 * G. Approve Reimbursement to City of Wilder for Project Cost Overruns for a CIM Implementation Grant

VI. INFORMATION/DISCUSSION ITEMS

- 1:35 A. Status Report – Federal Reauthorization Ken Burgess
Ken Burgess will provide a status report on federal reauthorization.
1:50 B. Status Report – Finance Committee Dave Case
Finance Committee Chair Dave Case will provide a status report on action taken at the November 19 and December 10, 2015, Finance Committee meetings.

VII. ACTION ITEMS

- 1:55 * **A. Adopt Resolution 04-2016 Approving Revision 1 of the** Megan Larsen
Page 37 **FY2016 Unified Planning Work Program and Budget**
Megan Larsen will seek approval of Revision 1 of the FY2016 Unified Planning Work Program and Budget.
- 2:05 * **B. Approve 2016 Idaho Legislative Session Position Statements** Ken Burgess
Page 67 *Ken Burgess will seek approval of 2016 Idaho legislative session position statements.*
- 2:20 * **C. Approve COMPASS Workgroup Charters** Matt Stoll
Page 68 *Matt Stoll will seek the required annual approval of the charters for the COMPASS workgroups.*
- 2:30 * **D. Adopt Resolution 05-2016 Amending the FY2016-2020** Toni Tisdale
Page 85 **Transportation Improvement Program**
Toni Tisdale will seek adoption of resolution amending the FY2016-2020 Transportation Improvement Program.
- 2:40 **E. Approve COMPASS Board Member Nomination as a Candidate** Matt Stoll
for the National Association of Regional Councils' Board of Directors
Matt Stoll will present Executive Committee recommendation of a COMPASS Board member as a candidate for the NARC Board of Directors' election.
- 2:50 * **F. Approve Changes to the TIP Amendment Policy** Toni Tisdale
Page 93 *Toni Tisdale will seek approval to update the TIP Amendment Policy.*
- 3:05 **G. Confirm 2016 Board Officers: Chair, Chair Elect, Vice Chair,** Matt Stoll
Immediate Past Chair. Elect Secretary-Treasurer
COMPASS Bylaws require the Board confirm ascension of new Board officers and election of new Secretary-Treasurer.
- 3:10 **H. Confirm 2016 Executive Committee Representatives for Cities** Matt Stoll
under 25,000 in Population
COMPASS Bylaws require the Board confirm Executive Committee Representatives for cities under 25,000 in population.

VIII. EXECUTIVE DIRECTOR'S REPORT (INFORMATION ONLY) (3:15)

- Page 99 * **A. Staff Activity Report**
- Page 111 * **B. Status Report – Current Air Quality Efforts**
- Page 113 * **C. Status Report – Regional Transportation Advisory Committee Attendance**
- Page 114 * **D. Administrative Modifications**

IX. ADJOURNMENT (3:20)

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

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**BOARD OF DIRECTORS' MEETING
OCTOBER 19, 2015
COMPASS, 1ST FLOOR BOARD ROOM
700 NE 2ND STREET, MERIDIAN, IDAHO**

**** MINUTES ****

ATTENDEES: Rebecca Arnold, Commissioner, Ada County Highway District
Sara Baker, Commissioner, Ada County Highway District, **Chair Elect**
John Brunelle, Capital City Development Corporation
Dave Case, Commissioner, Ada County, **Secretary-Treasurer**
Elaine Clegg, Councilmember, City of Boise
Tom Dale, Commissioner, Canyon County
Tammy de Weerd, Mayor, City of Meridian
Kelli Fairless, Valley Regional Transit
Jim Hansen, Commissioner, Ada County Highway District
Bob Henry, Mayor, City of Nampa
Kathleen Lacey Dave Bieter, Mayor, City of Boise
Nathan Leigh, Mayor, City of Parma
John McEvoy, Commissioner, Canyon Highway District #4
Garret Nancolas, Mayor, City of Caldwell, **Chair**
Nicole Nimmons, Boise State University
Paul Raymond, Councilmember, City of Nampa
Amy Revis, Idaho Transportation Department – District 3
Jim Reynolds, Mayor, City of Eagle
Charlie Rountree, Councilmember, City of Meridian, **Immediate Past Chair**
Steven Rule, Commissioner, Canyon County, **Vice Chair**
Aaron Scheff, Department of Environmental Quality
Matt Stoll, Executive Director, Community Planning Association, Ex officio
Darin Taylor, Mayor, City of Middleton
Jenah Thornborrow for John Evans, Mayor, Garden City
Jim Tibbs, Commissioner, Ada County
Rick Yzaguirre, Commissioner, Ada County

MEMBERS Craig Hanson, Commissioner, Canyon County
ABSENT: David Hensley, Governor's Office, Ex officio
Bruce Krosch, Southwest District Health, Ex officio
Scot Ludwig, Councilmember, City of Boise
Nathan Mitchell, Mayor, City of Star
Greg Nelson, Mayor, City of Kuna
Brent Orton, City of Caldwell
Patrick Rice, Greater Boise Auditorium District, Ex officio

OTHERS: Richard Beck, Ada County
Nancy Brecks, Community Planning Association
Ken Burgess, Veritas Advisors
Michael Fuss, City of Nampa
Margaret Havey, Valley Regional Transit
Liisa Itkonen, Community Planning Association
Rhonda Jalbert, Valley Regional Transit
Bill Larsen, Treasure Valley Partnership
Megan Larsen, Community Planning Association
Tom Laws, Community Planning Association
Amy Luft, Community Planning Association
Don Matson, Community Planning Association
Larry Maneely, Ada County
Carl Miller, Community Planning Association
Sabrina Minshall, Community Planning Association
Walt Satterfield, Community Planning Association
Toni Tisdale, Community Planning Association
Mike Toole, Department of Environmental Quality
MaryAnn Waldinger, Community Planning Association
Dave Wallace, Ada County Highway District

CALL TO ORDER:

Chair Garret Nancolas called the meeting to order at 1:30 pm.

AGENDA ADDITIONS/CHANGES

None.

OPEN DISCUSSION/ANNOUNCEMENTS

Matt Stoll stated that nominations are open for the COMPASS Secretary/Treasurer position, which will be approved at the annual Board meeting in December 2015.

Matt also stated that the Executive Committee authorized him to seek nominations for a COMPASS Board member, to be approved by the COMPASS Board, willing to sit on the National Association of Regional Councils' Board of Directors, either in the existing seat for the region or for an At-Large seat.

CONSENT AGENDA

- A. Approve September 21, 2015, Board Meeting Minutes**
- B. Review August 11, 2015, Executive Committee Meeting Minutes**
- C. Approve List of Records for Destruction**
- D. Establish 2015 COMPASS Board and Executive Committee Meeting Dates and Location. Provide 30 Day Notice of Annual Meeting**
- E. Adopt Resolution 01-2016 Approving Rural Project Priorities Recommended by Rural Agencies in Ada and Canyon Counties**

Darin Taylor moved and Tom Dale seconded approval of the Consent Agenda as presented. Motion passed unanimously.

INFORMATION/DISCUSSION ITEMS

A. Status Report - Air Quality Issues in the Treasure Valley

Mike Toole, DEQ staff, provided a status report on air quality issues in the Treasure Valley, including the revised ozone standard.

B. Status Report - State and Federal Legislative Issues

Ken Burgess provided a status report on state and federal legislative issues.

C. Status Report - FY2016 Project Development Program

Sabrina Minshall provided a status report on projects in the FY2016 Project Development Program, which assists member agencies in developing projects that are ready for grant applications.

D. Status Report - Communities in Motion 2040 2.0

COMPASS staff provided a status report on CIM 2040 2.0 transportation components: bicycle/pedestrian network, freight, public transportation, and roadways, and the update to the demographic forecast.

ACTION ITEMS

A. Approve Process for Developing Future Public Transportation System

Walt Satterfield presented the process for developing the future public transportation system, as recommended by the Public Transportation Workgroup and the Regional Transportation Advisory Committee for COMPASS Board approval.

After discussion, **Darin Taylor moved and Rebecca Arnold seconded to endorse the process for developing the future public transportation system as presented. Motion passed unanimously.**

Staff was directed to provide a briefing on the Kittelson study, the analysis and high points, at the December Board 2015 meeting.

B. Approve Shift of High Capacity Corridor Study TMA Funds to Preliminary Development

Walt Satterfield presented a request to reprogram high capacity corridor study TMA funds from FY2018 to preliminary development, as recommended by the Public Transportation Workgroup and the Regional Transportation Advisory Committee for COMPASS Board approval.

After discussion, **Bob Henry moved and Steve Rule seconded approval to reprogram the TMA funds to preliminary development as presented. Motion passed with one nay.**

C. Approve FY2016 COMPASS Funding Plan

Sabrina Minshall presented the FY2016 COMPASS funding plan, which focuses on increasing the amount of outside resources being invested in the Treasure Valley to implement *Communities in Motion 2040*.

After discussion, **Sara Baker moved and Tom Dale seconded approval of the FY2016 COMPASS funding plan as presented. Motion passed unanimously.**

D. Adopt Resolution 02-2016 Amending the FY2016-2020 Regional Transportation Improvement Program

Toni Tisdale presented Resolution 02-2016 amending the FY2016-2020 Regional Transportation Improvement Program. The Regional Transportation Advisory Committee recommended these amendments for COMPASS Board approval.

After discussion, **Darin Taylor moved and Charlie Rountree seconded adoption of Resolution 02-2016 amending the FY2016-2020 Regional Transportation Improvement Program as presented. Motion passed unanimously.**

E. Approve Policy for Project Cost Overruns in the CIM Implementation Grant Program

Don Matson presented the policy for project cost overruns in the CIM Implementation Grant Program.

After discussion, **Darin Taylor moved and Bob Henry seconded approval of the policy for project cost overruns in the CIM Implementation Grant Program as presented. Motion passed unanimously.**

OTHER

Matt Stoll noted the November 2015 Board meeting has been canceled. The next meeting is December 21, 2015, at the Nampa Civic Center starting at 12:00 pm with the COMPASS Board annual holiday luncheon.

ADJOURNMENT

Bob Henry moved and Dave Case seconded adjournment at 3:20 pm. Motion passed unanimously.

Dated this 21st day of December 2015.

Approved:

**By: _____
Garret Nancolas, Chair
Community Planning Association of
Southwest Idaho**

Attest:

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

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**EXECUTIVE COMMITTEE MEETING
SEPTEMBER 8, 2015
COMPASS, 2ND FLOOR LARGE CONFERENCE ROOM
MERIDIAN, IDAHO**

****MINUTES****

ATTENDEES: Sara Baker, Commissioner, Ada County Highway District, **Chair Elect**
Dave Case, Commissioner, Ada County, **Secretary-Treasurer**
Bob Henry, Mayor, City of Nampa
Nathan Leigh, Mayor, City of Parma
Garret Nancolas, Mayor, City of Caldwell, **Chair**
Jim Reynolds, Mayor, City of Eagle
Charlie Rountree, Councilman, City of Meridian, **Immediate Past Chair**
Steve Rule, Commissioner, Canyon County, **Vice Chair**

MEMBERS ABSENT: Dave Bieter, Mayor, City of Boise

OTHERS PRESENT: Ken Burgess, Veritas Advisors
Nancy Brecks, Community Planning Association
Kelli Fairless, Valley Regional Transit
Meg Leatherman, Ada County
Amy Luft, Community Planning Association
Matt Stoll, Executive Director, Community Planning Association
Dave Wallace, Ada County Highway District

CALL TO ORDER:

Chair Garret Nancolas called the meeting to order at 2:00 pm.

AGENDA ADDITIONS/CHANGES

None.

OPEN DISCUSSION/ANNOUNCEMENTS

Several announcements were made by committee members.

CONSENT AGENDA

A. Approve August 11, 2015, Executive Committee Meeting Minutes

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

ACTION ITEMS

A. Establish October 19, 2015, COMPASS Board Meeting Agenda

Matt Stoll presented staff proposed Agenda Items 1-17 for the October 19, 2015, COMPASS Board meeting. Matt requested the latitude to amend the agenda as necessary.

After discussion, **Steve Rule moved and Bob Henry seconded approval of Agenda Items 1-17 for the October 19, 2015, COMPASS Board meeting as presented. Matt Stoll has the latitude to amend the agenda as necessary. Motion passed unanimously.**

B. Review and Recommend COMPASS Board Approval of Federal Transportation Policy Positions

Ken Burgess presented proposed federal transportation policy positions.

After discussion, **Bob Henry moved and Sara Baker seconded to recommend the federal transportation policy positions for COMPASS Board approval as presented. Motion passed unanimously.**

C. Approve Board Member Travel Request

Matt Stoll presented a travel request for Elaine Clegg to represent COMPASS at the October 20-23, 2015, Association of Metropolitan Planning Organizations' annual meeting.

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

INFORMATION/DISCUSSION ITEM

A. Review Process Changes with Potential Approval of Joint Powers Agreement and Bylaws

Matt Stoll reviewed several proposed process changes if the Joint Powers Agreement and Bylaws are approved at the September 21, 2015, Board meeting.

OTHER

Sara Baker discussed an Idaho Transportation Department's meeting Agenda Item to allow 129,000 pounds on state highways. ACHD and several cities will be sending letters to the Idaho Transportation Board in opposition of the change.

Jim Reynolds discussed Idaho Transportation Board's discussion regarding a continuous flow intersection at Eagle Island Market Place, which the City of Eagle is opposed to.

ADJOURNMENT

Bob Henry moved and Dave Case seconded adjournment at 3:05 pm. Motion passed unanimously.

Dated this 13th day of October 2015.

Approved:

**By: _____
Garret Nancolas, Chair
Community Planning Association of
Southwest Idaho**

Attest:

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

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**EXECUTIVE COMMITTEE MEETING
OCTOBER 13, 2015
COMPASS, 2ND FLOOR LARGE CONFERENCE ROOM
MERIDIAN, IDAHO**

****MINUTES****

ATTENDEES: Sara Baker, Commissioner, Ada County Highway District, **Chair Elect, via telephone**
Dave Case, Commissioner, Ada County, **Secretary-Treasurer**
Bob Henry, Mayor, City of Nampa
Garret Nancolas, Mayor, City of Caldwell, **Chair**
Jim Reynolds, Mayor, City of Eagle
Charlie Rountree, Councilman, City of Meridian, **Immediate Past Chair**
Rick Youngblood, Commissioner, Canyon Highway District #4

MEMBERS ABSENT: Dave Bieter, Mayor, City of Boise
Nathan Leigh, Mayor, City of Parma
Steve Rule, Commissioner, Canyon County, **Vice Chair**

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

CALL TO ORDER:

Chair Garret Nancolas called the meeting to order at 2:00 pm.

AGENDA ADDITIONS/CHANGES

None.

OPEN DISCUSSION/ANNOUNCEMENTS

Chair Nancolas welcomed Canyon Highway District #4 Commissioner Rick Youngblood to the meeting.

CONSENT AGENDA

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

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

ACTION ITEMS

A. Recommend COMPASS Board Approval of COMPASS Workgroup Charters

Matt Stoll reviewed the draft COMPASS workgroup charters for COMPASS Board approval.

- Active Transportation Workgroup
- Demographic Advisory Workgroup
- Environmental Review Workgroup
- Freight Advisory Workgroup
- Performance Measure Framework Workgroup
- Public Participation Workgroup
- Public Transportation Workgroup
- Regional Geographic Advisory Workgroup
- Rural Prioritization Workgroup

Sara Baker requested that Task 11 in the Public Transportation Workgroup be changed to read "Review and recommend...."

Bob Henry requested that the Regional Geographic Advisory Workgroup purpose statement be simplified to reflect that the focus is on orthophotography and regional data.

After discussion, **Charlie Rountree moved and Bob Henry seconded to recommend the COMPASS workgroup charters, with changes as discussed, for COMPASS Board approval. Motion passed unanimously.**

B. Consider Nominating COMPASS Board Member to NARC Board of Directors as an At-Large Member

Matt Stoll discussed the benefits of COMPASS Board representation on the board of the National Association of Regional Councils (NARC).

After discussion, **Matt was directed to solicit nominations of COMPASS Board members interested in running for a NARC "at-large" board position. Nominations will be presented to the Executive Committee in November 2015 for a recommendation to the COMPASS Board in December 2015.**

INFORMATION/DISCUSSION ITEMS

A. Discuss Potential Legislation and Position Statements for 2016 Idaho Legislative Session

Ken Burgess reviewed potential legislation and position statements for the 2016 Idaho legislative session, which will come back to the Executive Committee in November 2015 for a recommendation of COMPASS Board approval in December 2015.

B. Status Report - Board Officer Nominations

Matt Stoll provided a status report on nominations received to date for the COMPASS Secretary/Treasurer position, to be approved at the annual COMPASS Board meeting in December 2015.

ADJOURNMENT

Dave Case moved and Bob Henry seconded adjournment at 2:50 pm. Motion passed unanimously.

Dated this 10th day of November 2015.

Approved:

**By: _____
Garret Nancolas, Chair
Community Planning Association of
Southwest Idaho**

Attest:

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

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**SPECIAL FINANCE COMMITTEE MEETING
JULY 30, 2015
COMPASS, 2ND FLOOR LARGE CONFERENCE ROOM
MERIDIAN, IDAHO**

****MINUTES****

ATTENDEES:

Dave Case, Commissioner, Ada County
Craig Hanson, Commissioner, Canyon County
John McEvoy, Commissioner, Canyon Highway District #4
Brent Orton for Garret Nancolas, Mayor, City of Caldwell
Charlie Rountree, Councilman, City of Meridian
Rick Yzaguirre, Commissioner, Ada County

MEMBERS ABSENT:

Rebecca Arnold, Commissioner, Ada County Highway District, **Chair**

OTHERS PRESENT:

Nancy Brecks, Community Planning Association
Jake Emery, Harris & Co.
Keith Holmes, Community Planning Association
Megan Larsen, Community Planning Association
Amy Luft, Community Planning Association
Sabrina Minshall, Community Planning Association
Matt Stoll, Community Planning Association
Josh Tyree, Harris & Co.

CALL TO ORDER:

Vice Chair Hanson called the meeting to order at 12:04 pm.

AGENDA ADDITIONS/CHANGES

None.

OPEN DISCUSSION/ANNOUNCEMENTS

None.

CONSENT AGENDA

A. Approve May 14, 2015, Finance Committee Meeting Minutes

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

ACTION ITEMS

A. Approve FY2015 Audit Process

Josh Tyree, Harris & Co., reviewed the FY2015 audit process. It is anticipated that the financial statements will be presented to the Finance Committee in December 2015.

After discussion, **Dave Case moved and Charlie Rountree seconded approval of the FY2015 audit process as outlined by Josh Tyree and signing of the letter of engagement by the Finance Committee chair. Motion passed unanimously.**

B. Approve Variance Report for October 1, 2014 - June 30, 2015

Megan Larsen presented the Variance Report for October 1, 2014 - June 30, 2015.

After discussion, **Brent Orton moved and Charlie Rountree seconded approval of the Variance Report for October 1, 2014 – June 20, 2015, as presented. Motion passed unanimously.**

C. Recommend COMPASS Board Approval of the Draft FY2016 Unified Planning Work Program and Budget

Megan Larsen presented the draft FY2016 Unified Planning Work Program and Budget, which has changed from what the Finance Committee approved in May 2015 because of the removal of the EDD designation.

After discussion, **Brent Orton moved and Charlie Rountree seconded to recommend the FY2016 Unified Planning Work Program and Budget for COMPASS Board approval as presented. Motion passed unanimously.**

OTHER

It was agreed to cancel the August 13, 2015, Finance Committee meeting as the August Agenda Items were addressed today. The next Finance Committee meeting is November 19, 2015.

ADJOURNMENT

John McEvoy moved and Charlie Rountree seconded adjournment at 12:32 pm. Motion passed unanimously.

Dated this 19th day of November 2015.

Approved:

**By: _____
Rebecca Arnold, Chair**

Attest:

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

COMPASS BOARD AGENDA ITEM V-D

Date: December 21, 2015

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

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

Implication (policy and/or financial):

If both the COMPASS Board and the Idaho state archivist approve the destruction of the listed records, the destruction will be completed as described. If either the COMPASS Board or the Idaho state archivist do not approve destruction of the listed records, the records will be retained.

More Information:

- 1) Attachment
- 2) For detailed information contact: Megan Larsen, at 475-2228 or 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
Meeting packets for the Interagency Consultation Committee; FY2002 to FY2010 (Agendas and Minutes are permanent records; only packet items are included here)	9/30/2010	5	9/30/2015	12/11/2015	12/21/2015	
Meeting packets for the Transportation Model Advisory Committee; FY2001 to FY2010 (Agendas and Minutes are permanent records; only packet items are included here)	9/30/2010	5	9/30/2015	12/11/2015	12/21/2015	
Meeting packets for the Demographic Advisory Committee; FY2001 to FY2010 (Agendas and Minutes are permanent records; only packet items are included here)	9/30/2010	5	9/30/2015	12/11/2015	12/21/2015	
Meeting packets for the Public Participation Committee; FY2005 to FY2010 (Agendas and Minutes are permanent records; only packet items are included here)	9/30/2010	5	9/30/2015	12/11/2015	12/21/2015	
Meeting packets for the Regional Geographic Advisory Committee; FY2006 to FY2010 (Agendas and Minutes are permanent records; only packet items are included here)	9/30/2010	5	9/30/2015	12/11/2015	12/21/2015	
Meeting packets for the Regional Geographic Advisory Committee; FY2006 to FY2010 (Agendas and Minutes are permanent records; only packet items are included here)	9/30/2010	5	9/30/2015	12/11/2015	12/21/2015	
Meeting packets for the Regional Technical (now Transportation) Advisory Committee; FY2000-FY2005 (Agendas and Minutes are permanent records; only packet items are included here)	9/30/2005	5	9/30/2010	12/11/2015	12/21/2015	

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

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 Justin Lucas	3
Boise State University	Nicole Nimmons	1
Canyon County Development Services	Patricia Nilsson Deb Root Christian Samples	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	1
City of Garden City	Jenah Thornborrow	1
City of Kuna	Wendy Howell	1
City of Meridian	Caleb Hood Bill Parson	2
City of Middleton	Randall Falkner	1
City of Nampa	Clair Bowman Jeff Barnes	2
City of Parma	Nathan Leigh	1
City of Star	Vacant	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-F

Date: December 21, 2015

Topic: Resolution 03-2016: Amending the FY2015-2019 and FY2016-2020 Regional Transportation Improvement Programs (TIP)

Request/Recommendation:

Staff seeks COMPASS Board ratification of the Executive Committee adoption of Resolution 03-2016 (Attachment 1) amending the FY2015-2019 TIP and the FY2016-2020 TIP. The amendment allows first quarter obligations on new or changed projects in the FY2015-2019 TIP, as the FY2016-2020 TIP is not expected to be approved by federal agencies until December 2015. The Regional Transportation Advisory Committee recommended adoption of the amendment on October 28, 2015. The COMPASS Executive Committee adopted Resolution 03-2015 on November 10, 2015.

Background/Summary:

This amendment includes changes to projects in the TIPs to mirror new and changed projects, as well as recent changes by ITD to project estimates or project year. Changes that require public involvement are covered by the public comment period for the FY2016-2020 TIP held July 20 through August 18, 2015. New projects proposed for first quarter obligation in the FY2015-2019 TIP were included in the draft FY2016-2020 TIP public involvement process.

One major change: construction on the Friends Railroad Crossing in Greenleaf is proposed to advance from FY2018 to FY2017.

Details of all changes are provided on the attachment to Resolution 03-2016.

Implication (policy and/or financial):

This action allows the intent of the FY2016-2020 TIP to take place in the first quarter of FY2016 using the FY2015-2019 TIP for reference.

More Information:

- 1) Attachment 1: Resolution 03-2016
- 2) For detailed information contact: Toni Tisdale, Principal Planner, at 475-2238 or ttisdale@compassidaho.org.

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RESOLUTION NO. 03-2016

FOR THE PURPOSE OF AMENDING THE FY2015-2019 AND FY2016-2020 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 Moving Ahead for Progress in the 21st Century (MAP-21) 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, MAP-21, 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, MAP-21, 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 July 20 through August 18, 2015, for the FY2016-2020 Regional Transportation Improvement Program update process;

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 FY2015-2019 and FY2016-2020 Regional Transportation Improvement Programs in compliance with all applicable state and federal regulations; and

WHEREAS, the attached table dated October 20, 2015, details the amendment to the FY2015-2019 and FY2016-2020 Regional Transportation Improvement Programs.

NOW, THEREFORE, BE IT RESOLVED, that the Community Planning Association of Southwest Idaho Board of Directors approves the amendment to the FY2015-2019 and FY2016-2020 Regional Transportation Improvement Programs.

DATED this 10th day of November 2015.

APPROVED:

for

By: _____


**Garret Nancolas, 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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Amendment #9 FY2015-2019 Regional Transportation Improvement Program AND
 Amendment #2 FY2016-2020 Regional Transportation Improvement Program

To Mirror ITD's Cost Estimates and Allow First Quarter Obligations,
 per COMPASS Staff Review, October 20, 2015

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
12048	South Cemetery Road, SH-44 to Willow Creek, Middleton	2015			500				500
	Funding Source: Local Participating	2016			0				0
	Construct a new 0.284 mile roadway segment linking SH-44 and Middleton Road by way of Sawtooth Lake Drive in the city of Middleton. Delay funds to FY2016 from FY2015 as approved in the FY2016-2020 TIP. No change to project total.	2017			500				500
		2018							0
		2019							0
		PD							0
	SUM	0	0	500	0	0	0	500	
12048	South Cemetery Road, SH-44 to Willow Creek, Middleton	2015	3						3
	Funding Source: STP-U	2016							0
	Same as above. Increase CE \$6,000 and CN \$41,000 to match current cost estimates as approved in the FY2016-2020 TIP.	2017							0
		2018					310	2060	2370
		2019					316	2101	2417
		PD							0
	SUM	3	0	0	0	310	2060	2373	
					316	2101	2420		
12383	SH-55 (Karcher Road) and Lake Avenue Intersection, Canyon County	2015							0
	Funding Source: HSIP	2016			0		485	3230	3715
	Add a traffic signal and other operational improvements at the intersection of SH-55 and Lake Avenue in Canyon County near the city of Nampa. Increase ROW \$225,000 in FY2016 to match current cost estimates as approved in the FY2016-2020 TIP.	2017			225				3940
		2018							0
		2019							0
		PD							0
	SUM	0	0	0	0	485	3230	3715	
				225				3940	
13025	SH-55 (Karcher Road) and Midway Road Intersection, Nampa	2015							0
	Funding Source: HSIP	2016			0		575	3835	4410
	Add a traffic signal and other operational improvements at the intersection of SH-55 (Karcher Road) and Midway Road in the city of Nampa. Increase ROW \$215,000 in FY2016 to match current cost estimates as approved in the FY2016-2020 TIP.	2017			215				4625
		2018							0
		2019							0
		PD							0
	SUM	0	0	0	0	575	3835	4410	
				215				4625	

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
13349	SH-55 (Eagle Road), Meridian Towne Center, Meridian	2015						9310	9310
	Funding Source: STAR	2016						0	0
	Add one lane northbound from Franklin Road to Fairview Avenue and add one lane southbound from River Valley Street to Franklin Road. The project will be constructed by the developer of the Meridian Towne Center shopping center using State Tax Anticipated Revenue (STAR) financing.	2017						0	0
		2018						0	0
		2019						0	0
		PD						0	0
		SUM	0	0	0	0	0	9310	9310
Delay funds to FY2016 from FY2015 as approved in the FY2016-2020 TIP. No change to project total.									
13463	SH-44, Junction I-84 to Star, Pavement Preservation	2015							0
	Funding Source: Restoration	2016					0	0	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.	2017					800	7997	8797
		2018					800	7997	8797
		2019					0	0	0
		PD							0
		SUM	0	0	0	0	800	7997	8797
Advance funds to FY2016 from FY2017 as approved in the FY2016-2020 TIP. No change to project total.									
13467	SH-16, Junction SH-44 to Emmett	2015							0
	Funding Source: Pavement Preservation	2016					99	989	1088
	Seal coat SH-16 from the junction with SH-44 to the City of Emmett. This is a pavement maintenance project intended to preserve the existing pavement surface. (60% Ada County, 40% Gem County).	2017					0	706	706
		2018							0
		2019							0
		PD							0
		SUM	0	0	0	0	99	989	1088
Decrease CE \$99,000 and CN \$283,000 to match current cost estimates as approved in the FY2016-2020 TIP.									
13467	SH-16, Junction SH-44 to Emmett	2015							0
	Funding Source: State Funds	2016					0	0	0
	Same as above.	2017					67		67
		2018							0
		2019							0
		PD							0
		SUM	0	0	0	0	0	0	0
Add funding source as approved in the FY2016-2020 TIP.									
						67		67	

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
13514	Pathway, Garden City to Americana Boulevard, Boise	2015							0
	Funding Source: TAP-State	2016						353	353
	Construct a new 12-foot wide paved pathway south of the Boise River to fill a significant 4,100 linear foot gap in the greenbelt system. The pathway will extend from Main Street (Joe's Crab Shack) to Ann Morrison Park at Americana Boulevard to serve pedestrians and bicyclists. Remove funds from FY2016, as they were advanced using Redistribution funds at the end of FY2015.	2017						0	0
		2018						0	0
		2019						0	0
		PD						0	0
		SUM	0	0	0	0	0	353	353
						0	0	0	
13514	Pathway, Garden City to Americana Boulevard, Boise	2015							0
	Funding Source: TAP-TMA	2016						124	124
	Same as above. Remove funds from FY2016, as they were advanced using Redistribution funds at the end of FY2015.	2017						0	0
		2018						0	0
		2019						0	0
		PD						0	0
		SUM	0	0	0	0	0	124	124
						0	0	0	
13923	SH-44, State Street to SH-55 North, Pavement Preservation, Eagle	2015					289	2668	2957
	Funding Source: Pavement Preservation (ST2) Rehabilitate the existing pavement on East State Street (milepost 16) to the junction with SH-55 North in the city of Eagle (milepost 19.3) by milling off the surface and laying down new asphalt. Improvements include upgrading sidewalk ramps at the intersections to meet current accessibility standards for people with disabilities. Delay funds from FY2015 to FY2016. Decrease CE \$7,000 and CN \$613,000 to match current estimate as approved in the FY2016-2020 TIP.	2016					0	0	0
		2017					282	2055	2337
		2018							0
		2019							0
		PD							0
	SUM	0	0	0	0	189	2668	2957	
					282	2055	2337		
13927	US 20/26, Locust Grove Road to Cloverdale Road, Ada County	2015							0
	Funding Source: Pavement Preservation Restore the pavement on US 20/26 between North Locust Grove and Cloverdale Road in the cities of Boise and Eagle by grinding off some of the existing asphalt and replacing it with new. This improvement will extend the lifespan of the existing pavement and provide a safer, smoother driving condition. Advance project from FY2017 to FY2016 and decrease CE \$142,000 and CN \$947,000 as approved in the FY2016-2020 TIP.	2016					0	0	0
		2017					272	1815	2087
		2018					414	2762	3176
		2019					0	0	0
		PD							0
	SUM	0	0	0	0	414	2762	3176	
					272	1815	2087		

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
13928	US 20/26, Branstetter Street to Junction I-184, Garden City	2015							0
	Funding Source: Pavement Preservation	2016					0	0	0
	Rehabilitate the pavement on Chinden Boulevard. (US-20/26) in Garden City from Branstetter Street to the junction with I-184 by removing the top layer of asphalt and replacing it with new. The improvement will extend the lifespan of the road pavement. Advance project from FY2017 to FY2016 and increase CE \$100,000 and CN \$600,000 to match current cost estimates as approved in the FY2016-2020 TIP.	2017					443	2889	3332
		2018					343	2289	2632
		2019					0	0	0
		PD							0
		SUM	0	0	0	0	343	2289	2632
					443	2889	3332		
13934	I-84, Garrity Road Eastbound On-Ramp, Nampa	2015							0
	Funding Source: Restoration (ST2)	2016					50	753	803
	Add additional lanes to the I-84 Eastbound on-ramp from Garrity Boulevard in the city of Nampa. One lane will be added from northbound Garrity road and two dual left turn lanes from southbound Garrity Road, resulting in a total of four lanes on the ramp. The two outside lanes will merge at staggered locations along the ramp resulting in no change to the number of lanes currently entering the interstate. These improvements will address the congestion and safety concerns currently at the interchange. Increase CE \$60,000 and decrease CN \$134,000 in FY2016 to match current cost estimates as approved in the FY2016-2020 TIP.	2017					110	619	729
		2018							0
		2019							0
		PD							0
		SUM	0	0	0	0	50	753	803
					110	619	729		
13936	I-84, Ramp Pavement Improvements - FY2016	2015							0
	Funding Source: Restoration (ST2)	2016					97	1160	1257
	Provides for pavement rehabilitation on various ramps on I-84. (27% Ada County, 19% Canyon County, 40% Elmore County, 14% Payette County). Increase CE \$107,000 and CN \$5,000 in FY2016 to match current cost estimates as approved in the FY2016-2020 TIP.	2017					204	1165	1369
		2018							0
		2019							0
		PD							0
		SUM	0	0	0	0	97	1160	1257
					204	1165	1369		
13937	SH-19, Simplot Gate 6 to Blaine Street, Caldwell	2015					179	1843	2022
	Funding Source: Restoration (ST2) Pavement rehabilitation on SH-19 from Simplot Gate 6 to Blaine Street in the city of Caldwell. Increase CE to total \$204,000 and decrease CN to total \$1,361,000 to match current estimate as approved in the FY2016-2020 TIP.	2016					0	0	0
		2017					204	1361	1565
		2018							0
		2019							0
		PD							0
		SUM	0	0	0	0	179	1843	2022
					204	1361	1565		

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
13964	Peckham Road, US-95 to Notus Road, Canyon County	2015							0
	Funding Source: STP-R	2016	16	348 356					364 372
	Improvements on Peckham Road from US-95 to Notus Road in Canyon County. This project is generally road rehabilitation and also includes curb, gutter, and sidewalk improvements within the cities of Wilder and Greenleaf. In FY2016, decrease PEC \$8,000 to match current estimates as approved in the FY2016-2020 TIP.	2017							0
		2018							0
		2019							0
		PD					310	1520	1830
		SUM	16	348 356	0	0	310	1520	2194 2202
18841	SH-55 and Farmway Road Intersection, Canyon County	2015		95					95
	Funding Source: Safety	2016			0 250				0 250
	This project will rehabilitate, widen, and signalize the intersection of SH-55 and Farmway Road in Canyon County. Project will add left-turn lanes on the north and south-bound Farmway Road. On SH-55, a combination of right-turn and auxiliary through lanes will be added with dedicated left turn lanes and one continuous through lane for each side, for a total of five 12-foot lanes on the SH-55 legs and three 12-foot lanes on Farmway Road. Advance funds from FY2018 to FY2017 and increase ROW \$250,000 in FY2016 to match current cost estimates.	2017					0 300	0 2700	0 3000
		2018					300 0	2700 0	3000 0
		2019							0
		PD							0
		SUM	0	95	0 250	0	300	2700	3095 3350
18872	SH-16 and Beacon Light Road Intersection Improvements, Ada County	2015							0
	Funding Source: HSIP	2016			0 50				0 50
	Provide safety improvements at SH-16 and Beacon Light Road intersection by adding a signal and potentially right turn lanes. Increase ROW \$50,000 in FY2016 and CE \$100,000 in FY2017 to match current estimates as approved in the FY2016-2020 TIP.	2017					0 100	1000	1000 1100
		2018							0
		2019							0
		PD							0
		SUM	0	0	0 50	0	0 100	1000	1000 1150
19008	SH-44, ADA Ramp Improvements, Middleton	2015							0
	Funding Source: Traffic Operations	2016						43 47	43 47
	Provides for Americans with Disabilities Act (ADA) ramp improvements at seven locations on SH-44 between Eaton Road and Marjorie Avenue in the city of Middleton. Increase CN \$4,000 in FY2016 to match current cost estimates as approved in the FY2016-2020 TIP.	2017							0
		2018							0
		2019							0
		PD							0
		SUM	0	0	0	0	0	43 47	43 47

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
19047	I-84, Sand Hollow Interchange, Canyon County	2015	200	100					300
	Funding Source: Bridge Restoration	2016	50	50 670					100 720
	Replace the structurally deficient Oasis Road bridge over I-84 at Exit 17 in Sand Hollow on I-84 in Canyon County. The project will also address safety concerns with the lengths and alignments of interchange ramps. The current lighting will also be assessed. (66% Canyon County and 34% Payette County)	2017	20 0					0 5600	20 5600
		2018					108 0 0	7200 0	8280 0
		2019							0
		PD							0
		SUM	270 250	150 770	0	0	108 0 0	7200 5600	8700 6620
Increase PEC \$620,000 in FY2016 and CN \$5,600,000 in FY2017. Decrease PE \$20,000 in FY2017, CE \$1,080,000 in FY2018, and CN \$7,200,000 in FY2018 to match current estimates as approved in the FY2016-2020 TIP.									
19235	Transit - University District Multimodal Connectivity, Nampa	2015							0
	Funding Source: FTA 5339 SU	2016					0 358	0 358	
	To improve access to transit through bicycle and pedestrian facility improvements in the city of Nampa's central core near the University District, expanding facilities that provide multimodal transportation by adding a bicycle boulevard, shared use lanes, and a pedestrian-activated signal. Project uses FY2014 and FY2015 funding.	2017							0
		2018							0
		2019							0
		PD							0
		SUM	0	0	0	0	0	0 358	0 358
Add project as approved in the FY2016-2020 TIP.									
19297	Transit - Park and Ride, VRT, Middleton	2015							0
	Funding Source: FTA 5307 SU	2016					0 1040	0 1040	
	Construct a Park and Ride lot and bus shelter in the city of Middleton at Piccadilly Park, located on SH-44 across from Middleton Middle School. Project will include: bus shelter, parking lot, sidewalk, curb, gutter, lighting, draining, and landscaping and some road/sidewalk improvements on West 4th Avenue North and SH-44 for safety and connectivity. Project uses FY2015 and FY2016 funding.	2017							0
		2018							0
		2019							0
		PD							0
		SUM	0	0	0	0	0	0 1040	0 1040
Add project as approved in the FY2016-2020 TIP.									
19332	US 20/26, Parma Junction to I-84, Seal Coat, Canyon County	2015							0
	Funding Source: Pavement Preservation	2016		0 55				0 55	
	Seal coat US 20/26 from the city of Parma Junction to I-84 to preserve this section of roadway in good condition.	2017							0
		2018						0 775	0 775
		2019							0
		PD							0
		SUM	0	0 55	0	0	0	0 775	0 830
Add project as approved in the FY2016-2020 TIP.									

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
19375	Transit - Commuteride Replacement Vans, ACHD	2015							0
	Funding Source: FTA 5307 SU	2016						0	0
	Replace three Commuteride vehicles (15-passenger) that are beyond their useful life. Project uses FY2013 and FY2014 funding.	2017						128	128
		2018							0
		2019							0
		PD							0
		SUM	0	0	0	0	0	0	128
Add project as approved in the FY2016-2020 TIP.									
19387	Overland Road and Vista Avenue Lighting, ACHD	2015							0
	Funding Source: HSIP (Local)	2016	0	0					0
	Install street lighting on north and east legs of the Vista Avenue and Overland Road intersection to improve driver safety and reduce nighttime crashes. The safety measure has a crash reduction factor of 37%. These segments of the intersection are not lighted, and have a higher nighttime crash rate than lighted segments.	2017	5	35					40
		2018					0	0	0
		2019					19	90	109
		PD							0
		SUM	0	0	0	0	0	0	0
Add project as approved in the FY2016-2020 TIP.									
19396	SH-45 (12th Avenue), Sherman Avenue to Dewey Avenue, Nampa	2015							0
	Funding Source: HSIP (local)	2016	0	0					0
	Install a Pedestrian Hybrid Beacon on SH-45 (12th Avenue South) at a location between Sherman Avenue and Dewey Avenue in the city of Nampa. These improvements will increase driver awareness and protect pedestrians and bicyclists. The project includes pedestrian hybrid beacon, lighting, automatic pedestrian signals, pedestrian curb ramps, signage, and striping.	2017	7	50					57
		2018					0	0	0
		2019					39	195	234
		PD							0
		SUM	0	0	0	0	0	0	0
Add project as approved in the FY2016-2020 TIP.									
19398	Transit - Demand Response, Nampa	2015							0
	Funding Source: FTA 5310 SU	2016						0	0
	Provides demand response service above and beyond Americans with Disabilities Act requirements in the Nampa Urbanized Area. Project uses FY2015 and FY2016 funding.	2017						320	320
		2018							0
		2019							0
		PD							0
		SUM	0	0	0	0	0	0	0
Add project as approved in the FY2016-2020 TIP.									

Key No	Project	Cost year	Scheduled Costs (including Match) (costs in \$1,000)						
			PE	PEC	RW	UT	CE	CN	SUM
19407	US-95, Wilder to Parma, Seal Coat, Canyon County	2015							0
	Funding Source: Pavement Preservation	2016		0 45					0 45
	Seal coat SH-95 from the city of Wilder to the city of Parma to preserve the existing pavement that is in good condition. Add project as approved in the FY2016-2020 TIP.	2017						0 615	0 615
		2018							0
		2019							0
		PD							0
		SUM	0	0 45	0	0	0	0 615	0 660
19415	US 20/26 Intersection Improvements, Canyon County	2015							0
	Funding Source: Strategic Initiatives	2016	0 50						0 50
	Add right turn lanes and paved shoulder to three intersections along the US 20/26 corridor (Midland, Northside, and Can-Ada). This will provide a safe place for deceleration and turning movements along a high speed commuting corridor. Add project as approved in the FY2016-2020 TIP.	2017							0
		2018							0
		2019							0
		PD						0 620	0 620
		SUM	0 50	0	0	0	0	0 620	0 670
19417	Friends Road Railroad Crossing, Greenleaf	2016							0
	Funding Source: State Rail	2017	0 3	3 0			0 2	0 80	3 85
	Remove existing crossing material (asphalt and gravel) and install new insulated concrete planking. Install new rail crossing signs. In FY2017, move \$3,000 from PEC to PE and advance CE and CN from FY2018 to FY2017 to match current cost estimates and schedule. No change to project total.	2018					2 0	80 0	82 0
		2019							0
		2020							0
		PD							0
		SUM	0 3	3 0	0	0	2	80	85
19461	Academy Road Railroad Crossing, Greenleaf	2016							0
	Funding Source: State Rail	2017							0
	Remove existing crossing material (asphalt and gravel) and install new insulated concrete planking. Install new rail crossing signs. In FY2018, move \$3,000 from PEC to PE, increase CE \$3,000 and decrease CN \$3,000 to match current cost estimates. No change to project total.	2018	0 3	3 0			0 3	103 100	106
		2019							0
		2020							0
		PD							0
		SUM	0 3	3 0	0	0	0 3	103 100	106
19504	Transit - Mobility Management Coordinated Marketing, VRT	2015							0
	Funding Source: FTA 5310 SU	2016					0 70	0 70	
	Provides a mechanism to coordinate the marketing of the transportation network coordinated through VRT and TVT to support the transportation needs of older adults and persons with disabilities in the Nampa Urbanized Area. Canyon County Office on Aging will provide services. Project uses FY2016 funding. Add project as approved in the FY2016-2020 TIP.	2017							0
		2018							0
		2019							0
		PD							0
		SUM	0	0	0	0	0	0 70	0 70

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
19572	SH-55 (Eagle Road) and SH-44 (State Street), CFI Intersection, Eagle	2015	0						0
	Funding Source: Early Development (ED)	2016	0						0
	Alleviate congestion, improve traffic operations, and increase safety factors for all users of the intersection at SH-55 (Eagle Road) and SH-44 (State Street) in the city of Eagle. Construction is expected to cost \$5,753,000, but is considered "unfunded." Add project as approved in the FY2016-2020 TIP.	2017	100						100
		2018	0						0
		2019	100						100
		2019	0						0
		2019	150						150
		PD	0						0
SUM	0	0	0	0	0	0	0	0	
		650						650	
19573	Transit - Technology, VRT, Nampa	2015							0
	Funding Source: FTA 5339 SU	2016						0	0
	Provide annunciators for all fixed-route vehicles in the ValleyRide fleet. Annunciators are considered en-route transit information, and provide audio and visual announcements to travelers. Information will be available on-board a transit vehicle, and at transit stations and bus stops, to assist travelers in making informed decisions and itinerary modifications. Add project as approved in the FY2016-2020 TIP.	2017						400	400
		2018							0
		2019							0
		2019							0
		PD							0
		SUM	0	0	0	0	0	0	0
							400	400	
19576	Transit - Community Link, Nampa	2015							0
	Funding Source: FTA 5310 SU	2016						0	0
	Provide administration and implementation of acquisition of service in the Nampa Urbanized Area. Project uses FY2015 and FY2016 funds. Add project as approved in the FY2016-2020 TIP.	2017						156	156
		2018							0
		2019							0
		2019							0
		PD							0
		SUM	0	0	0	0	0	0	0
							156	156	
19589	I-84, US 20/26 (Franklin Road) in Caldwell to Karcher Road in Nampa	2015							0
	Funding Source: Pavement Preservation	2016		0					0
	Reconstruct and realign I-84 from US 20/26 (Franklin Road) in the city of Caldwell to Karcher Road in the city of Nampa. This project will address cracking and poor road condition along 3.7 miles of I-84. ITD plans to remove two feet on either side of each crack and replace the section with flowable fill asphalt. Milling the entire section will smooth the surface before resurfacing the roadway. Add project as approved in the FY2016-2020 TIP.	2017		300					300
		2018		0					0
		2019		380					380
		2019						0	0
		2019						152	152
		PD							0
SUM	0	0	0	0	0	0	0	0	
			680				152	832	

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
19589	I-84, US 20/26 (Franklin Road) in Caldwell to Karcher Road in Nampa	2015							0
	Funding Source: Restoration	2016							0
	Same as above. Add project as approved in the FY2016-2020 TIP.	2017							0
		2018						0	0
		2019						11900	11900
		PD							0
		SUM	0	0	0	0	0	0	0
						11900	11900		
19590	Transit - South Nampa Multimodal Connectivity, Nampa	2015							0
	Funding Source: FTA 5307 SU	2016					0	0	
	Provide three bike and pedestrian crossing improvements with bike boulevard connections to transit stops along 12th Avenue South and East Greenhurst Road in the city of Nampa. Includes three segments: Powerline Road/Blakeslee Drive Rapid Flashing Beacon Crossing and Bike Boulevard, Lake Lowell Avenue/Mason Lane Rapid Flashing Beacon and Shared Use Bike Lanes, and Iowa Avenue/Stanford Street Rapid Flashing Beacon Crossing and Shared Use Bike Lane. Add project as approved in the FY2016-2020 TIP.	2017						520	520
		2018							0
		2019							0
		PD							0
		SUM	0	0	0	0	0	0	0
						520	520		
19600	SH-45 (12th Avenue), 10th Street South to 12th Street South, Nampa	2015							0
	Funding Source: HSIP (local)	2016	0	0					0
	Install a Pedestrian Hybrid Beacon on SH-45 (12th Avenue South) at a location between 10th Street South and 12th Street South in the city of Nampa. These improvements will increase driver awareness and protect pedestrians and bicyclists. The project includes a pedestrian hybrid beacon, lighting, automatic pedestrian signals, pedestrian curb ramps, signage, and striping. Add project as approved in the FY2016-2020 TIP.	2017	7	50			0	0	0
		2018					39	195	234
		2019							0
		PD							0
		SUM	0	50	0	0	39	195	291
19602	I-84, SH-44 to Sand Hollow Interchange, Canyon County	2015							0
	Funding Source: Restoration	2016		0					0
	Rehabilitate I-84 from the intersection with the Sand Hollow Interchange (milepost 17.4) to SH-44 (milepost 24.8) to address cracking and poor road conditions in Canyon County. Mill off the existing pavement and add new asphalt. Improvements includes the use of a stress absorbing fiberglass mat layer. Add project as approved in the FY2016-2020 TIP.	2017		391					391
		2018							0
		2019						0	0
		PD						3784	3784
		SUM	0	0	0	0	0	0	0
			391	0	0	0	3784	4175	

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
19609	Transit - College of Western Idaho Entrance and Roundabout, VRT, Nampa	2015							0
	Funding Source: FTA 5307 SU	2016						0	0
	Accommodates the need for alternative transportation services, installation of public improvements to facilitate access to a bus transport/park and ride facility located by the College of Western Idaho campus. Project uses FY2014 and FY2015 funding.	2017							0
		2018							0
		2019							0
		PD							0
		SUM	0	0	0	0	0	0	0
Add project as approved in the FY2016-2020 TIP.									
19685	Cole Road, West Spectrum Street to South Century Way, Medians, ACHD	2015							0
	Funding Source: HSIP (Local)	2016	0	0				0	0
	Install raised concrete median to replace the existing temporary median on Cole Road between Spectrum Street and South Century Way. The temporary, median was installed in segments over the last few years as crash data identified a high number of left turn crashes. The raised concrete will better delineate the median and the left turn pockets and reduce crashes. The addition of a median has a crash reduction factor of 39%.	2017	10	50					60
		2018					0	0	0
		2019					31	156	187
		PD							0
		SUM	0	0	0	0	0	0	0
Add project as approved in the FY2016-2020 TIP									
19691	Transit - Community Link, Boise	2015							0
	Funding Source: FTA 5310 LU	2016						0	0
	Provide administration and implementation of acquisition of service in the Boise Urbanized Area. Project uses FY2014, FY2015, and FY2016 funds.	2017							0
		2018							0
		2019							0
		PD							0
		SUM	0	0	0	0	0	0	0
Add project as approved in the FY2016-2020 TIP									
19716	Transit - Bus Stop Enhancement, VRT, Middleton	2015							0
	Funding Source: FTA 5307 SU	2016						0	0
	Relocate the bus stop on SH-44 and install a shelter. Project uses FY2015 funding.	2017							0
		2018							0
		2019							0
		PD							0
		SUM	0	0	0	0	0	0	0
Add project as approved in the FY2016-2020 TIP									

PE = Preliminary Engineering

PEC = Preliminary Engineering Consultant

RW = Right-of-Way

5307 = public transportation formula funds

5310 = for elderly and persons with disabilities

5339 = for bus and bus facilities

FTA = Federal Transit Administration

HSIP = Highway Safety Improvement Program

LU = Large Urban (Boise Urbanized Area)

ITD = Idaho Transportation Department

UT = Utilities

CE = Construction Engineering

CN = Construction

FY = Fiscal Year

KN = Key Number

R = Rural

ST2 = State funds obtained through House Bill 312

STAR = State Tax Anticipated Revenue

STP = Surface Transportation Program

SU = Small Urban Area (Nampa Urbanized Area)

TAP = Transportation Alternatives Program

TMA = Transportation Management Area

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COMPASS BOARD AGENDA ITEM V-G

Date: December 21, 2015

Topic: Reimbursement to City of Wilder for Project Cost Overruns for a *Communities in Motion* (CIM) Implementation Grant

Request/Recommendation:

Staff seeks approval of a reimbursement for the City of Wilder for cost overruns on the 3rd Street Improvement Project in the amount of \$8,898. Project is a 2015 CIM Implementation Grant project and request is consistent with the project cost overrun policy.

Background/Summary:

The City of Wilder received a CIM Implementation Grant of \$16,500 in 2015 for improvements along 3rd Avenue, with additional funding provided by a Gem Grant from the Idaho Department of Commerce. The project included curb, gutter, drainage, and a new ADA compliant sidewalk. Several unforeseen challenges arose during project construction and the City requests additional reimbursement of \$8,898 for direct expenses.

The CIM Implementation Grant Program provides direct support to COMPASS member agencies in local projects consistent with regional goals in *Communities in Motion 2040*. Projects may be a plan, regulatory tool, construction, maintenance, concept/design, etc., and may be a stand-alone project or a phase/component of a larger project.

As part of the FY2016 Unified Planning and Work Program and Budget, the COMPASS Board approved \$21,375 for additional reimbursements to cover cost overruns on approved CIM Implementation Grant Program projects. A reimbursement policy to guide staff and affected agencies was approved on October 19, 2015.

The City of Wilder has completed the project per the conditions of the original funding agreement and meets the criteria established in the policy approved by the COMPASS Board.

See Attachment B for a copy of the City of Wilder's application materials and final project report.

Implication (policy and/or financial):

The proposed reimbursement request complies with the COMPASS Board-approved policy; granting the request will reduce the fund balance by \$8,898 and will leave \$12,478 for future reimbursement requests from other grantees if the need arises.

More Information:

1. Attachment A: 3rd Street Reimbursement Table
2. Attachment B: Application materials from the City of Wilder
3. For detailed information contact Don Matson at 475-2240 or dmatson@compassidaho.org.

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**Attachment A:
3rd Street Reimbursement Table
City of Wilder Street Improvement Project**

Original Application/Budget	Amount	% of Total
2015 CIM Implementation Grant	\$ 16,500	24%
Match ¹ – City of Wilder Funds	\$ 4,000	6%
Match – City of Wilder Labor	\$ 4,935	7%
Gem Grant – Idaho Dept. of Commerce	\$ 44,438	64%
Total	\$ 69,873	-

Final Project Expenses/Budget	Amount	% of Total
2015 CIM Implementation Grant	\$ 16,500	20%
Match – City of Wilder Funds	\$ 17,246	21%
Match – City of Wilder Labor	\$ 5,922	7%
Gem Grant – Idaho Dept. of Commerce	\$ 44,438	53%
Total	\$ 84,107	-

Proposed Final Budget with Additional Reimbursement	Amount	% of Total
2015 CIM Implementation Grant	\$ 16,500	20%
Additional COMPASS Reimbursement	\$ 8,898	11%
Match ² – City of Wilder Funds	\$ 8,349	10%
Match – City of Wilder Labor	\$ 5,922	7%
Gem Grant – Idaho Dept. of Commerce	\$ 44,438	53%
Total	\$ 84,107	-

¹ Original match rate by the city was 13% of the total project budget.

² With additional reimbursement the city will exceed the original match rate, now 17%.

CIM 2040 Implementation Grant Program

Request for Additional Funds

Instructions:

Complete the answer for each question below. Include a letter explaining which expenses exceeded expectations or other unforeseen circumstances. Attach copies of invoices and additional sheets to explain or clarify any information.

Return completed form, letter, invoices and additional sheets to Don Matson via **email** (dmatson@compassidaho.org), **regular mail** (700 NE 2nd Street, Suite 200, Meridian, ID 83642), or **fax** (208-855-2559).

Section 1. General Project Information		
1	Name of Project	3rd Street Improvement Project
2	Sponsoring Agency	City of Wilder
3	Contact Person	Tracy Jones
4	Phone Number/Email	208-477-7770 - tjones@cityofwilder.org
Section 2. Actual Costs and Expenses		
5	Itemized Expenses	<i>List or attach explanation of actual expenses. Attach copies of invoices, timesheets, etc.)</i> See attached final report with invoices for labor, materials and professional services.
6	Final Project Cost	\$ 84,107
7	Additional Funding Request	\$ 8,988 % of total: 11%
8	Match Provided-Cash	\$ 8,349 (additional match – Gem Grant, \$44,438 = 53%) % of total: 10%
9	Match Provided-Labor <i>(number of hours, total value, and % of total grant)</i>	300 hours x \$19.74 = \$ 5,922 % of total: 7%
Section 3. Original/Approved Budget (copy from grant application form lines 10-14a)		
10	Expenses	<i>List what will be purchased with funds</i> Replace existing curb gutter and 10' sidewalks in downtown Wilder and improve drainage
11	Total Project Cost	\$ 69,873
12	Amount Requested	\$ 16,500 % of total: 24%
13	Match Provided-Cash	\$ 4,000 (additional match – Gem Grant, \$44,438 = 69%) % of total: 69% <i>[note: City cash match = 6% of project total]</i>
14a	Match Provided-Labor <i>(number of hours, total value, and % of total grant)</i>	250 hours x \$19.74 = \$ 4,935 % of total: 7%

If you have any questions or need assistance with this form contact Don Matson via email (dmatson@compassidaho.org) or phone (208-475-2240).



J-U-B COMPANIES



THE LANGDON GROUP



GATEWAY MAPPING INC.

September 30, 2015

Mr. Don Matson
Principal Planner, Community Planning Association
700 NE 2nd Street, Suite 200
Meridian, Idaho 83642

RE: CITY OF WILDER 3RD STREET IMPROVEMENT PROJECT

Dear Mr. Matson:

The City has completed the improvements for the 3rd Avenue Project that was funded in part by the COMPASS Communities in Motion Grant awarded to the City in Spring 2015. The project included reconstruction of dilapidated concrete sidewalks and curb and gutter as well as installation of a new storm drain line to alleviate mid-block drainage problems that contributed to very poor condition of the existing concrete infrastructure.

The project was wrapped up in August 2015 and has had a tremendous impact on the downtown core area of Wilder. The new ADA compliant sidewalks have been a welcome addition to the citizens and adjacent businesses and provides strong pedestrian connectivity from City Hall to other areas within the downtown district.

As we discussed in a recent phone conversation, there were some unforeseen challenges during construction of the project that added \$8,897.50 to the overall project cost. These costs included modifications to the proposed storm drain line due to a previously unknown water line conflict, and construction of a new concrete curb behind the sidewalk to support a crumbling building foundation (exposed during demolition). In addition, there was significant additional pavement replacement / repair that was required due to the poor pavement conditions adjacent to the new concrete improvements.

Because of these additional construction costs, the City of Wilder respectfully requests an additional grant of \$8,897.50 from the Communities in Motion "cost overrun fund". These requested funds will allow the City to remain whole from this project financially without moving funds from the City's street budget that are greatly needed for maintenance and repair of their roadway infrastructure network.

Thank you for your consideration of this request and for COMPASS' previous financial support for this project. Please let me know if you have any questions or need additional information for this request.

Sincerely,

J-U-B ENGINEERS, Inc.

Brian D. Smith, P.E.
City Engineer

COMPASS BOARD AGENDA ITEM VII-A

DATE: DECEMBER 21, 2015

Topic: Revision 1 of the FY2016 Unified Planning Work Program and Budget (UPWP)

Request/Recommendation:

Staff seeks COMPASS Board adoption of Resolution 04-2016 approving Revision 1 of the FY2016 Unified Planning Work Program and Budget.

Background/Summary:

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

The Finance Committee reviewed the proposed amendments at its November 19, 2015, meeting and recommended approval of Revision 1 of the FY2016 UPWP as presented.

Revision 1 of the FY2016 UPWP is proposed for the following major reasons:

- Remove member dues of \$54,816 from Nampa Highway District No. 1, which has elected not to continue its membership.
- Carry over \$239,672 of FY2015 Consolidated Planning Grant (CPG) funds that were obligated in FY2015 but not expended.
- Carry over \$89,708 of FY2015 CPG funds that were not obligated in FY2015. These funds will be added to the FY2016 CPG and obligated in FY2016.
- Remove the estimated \$155,000 of FY2015 CPG funds to be carried over that was included in the FY2016 UPWP. The exact amount of carryover is now known and replaces this estimate.
- Carry over \$208,803 of FY2015 STP TMA off the top funds that were not fully obligated or expended in FY2015.
- Budget \$74,128 of STP TMA funds and corresponding expenses of \$80,000 for *Communities in Motion* updates. These funds were moved from FY2017 to FY2016 in the Regional Transportation Improvement Program (TIP) to balance funds available for member agency projects. These additional funds are not expected to be expended until FY2017, as shown on the "Revenue and Expenses Summary by Year of Expenditure."
- Re-budget \$30,578 of STP TMA funds and \$33,000 of corresponding expenses for transit data collection. This re-budget increases the total amount for the project to \$158,000. \$125,000 was already included in the FY2016 UPWP. The increase is requested based on the contract amount for the survey.
- Re-budget \$48,129 of fund balance for CIM Implementation Grants. These grants were awarded in FY2014 and FY2015, but will not be fully expended until FY2016.
- Adjust the net amount to be drawn from fund balance to \$50,926, a decrease of \$19,207. COMPASS has maximized its use of federal funds made available through the carryover of CPG and STP TMA funds. These additional federal funds require local match, but the net effect is still decreased use of fund balance.

- Remove a total of \$61,000 for professional services that was budgeted for bicycle/pedestrian, freight, and performance measure planning activities. These funds will not be needed in FY2016.
- Re-budget \$13,730 in savings on bicycle/pedestrian counter purchases from FY2015. These funds will be used to purchase additional counters.
- Re-budget \$34,528 for project development projects. These four projects were initiated in FY2015 and will be wrapped up in FY2016.
- Re-budget \$18,619 in professional services for technical help with the Regional Travel Demand Model.

All proposed modifications are summarized in the summary worksheet in the attached Revision 1 of the FY2016 UPWP.

Implication (policy and/or financial):

Without COMPASS Board adoption of Revision 1 of the FY2016 UPWP, the agency cannot make full use of available financial resources.

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.

KH; ML: NB T:\Operations\Accounting & Reporting\UPWP\FY2016 Rev-1\Presentation to Board 12-21-15\Memo.docx



RESOLUTION NO. 04-2016

FOR THE PURPOSE OF APPROVING REVISION 1 OF THE FY2016 UNIFIED PLANNING WORK PROGRAM AND BUDGET

WHEREAS, the FY2016 Unified Planning Work Program and Budget was adopted by the Community Planning Association of Southwest Idaho Board of Directors under Resolution 17-2015, dated August 17, 2015; and

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

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

WHEREAS, the attached memorandum and supporting documentation summarizes the adjustments included in Revision 1 of the FY2016 Unified Planning Work Program and Budget and is made a part hereof.

NOW, THEREFORE, BE IT RESOLVED, that the Community Planning Association of Southwest Idaho Board of Directors approves by Resolution Revision 1 of the FY2016 Unified Planning Work Program and Budget;

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

DATED this 21st day of December, 2015.

APPROVED:

By: _____
Garret Nancolas, 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

Proposed Changes to FY2016 - Revision 1

Summary

FY2016 Original UPWP Revenues	3,355,859	FY2016 Original UPWP Expenses	3,355,859
Remove member dues for Nampa Highway District No. 1	(54,816)		
CPG - FY2015 K #12381; grant funds that were obligated in FY2015 but were not spent out. These grant funds will be carried into FY2016 and used for other purposes	239,672	Program 661.118, Bike/Ped; Equipment (two counters and installation)	13,730
CPG - FY2015 K #12381; grant funds that were allocated in FY2015 but were not obligated. These grant funds will become part of CPG - FY2016 K #12382 and used for other purposes	89,708	Program 661.118, Bike/Ped; Professional Services (STRAVA data)	(6,000)
Remove estimate of unspent FY2015 CPG funds shown in the Final FY2016 UPWP now that actuals are known	(155,000)	Program 661.118, Bike/Ped; Professional Services (demand/supply study)	(10,000)
		Program 661.103, Freight Consideration in travel demand forecast model	(15,000)
		Program 661.106, Performance Measure Framework	(30,000)
STP-TMA; FY2015 COMPASS Planning (off-the-top); K# 12373 grant funds that were budgeted in FY2015 but were not expended	208,803	Program 685.123, Project Development Program; Professional services (funds committed but unspent in FY2015)	34,528
		Program 836, Regional Travel Demand Model; Professional Services (\$18,619)	18,619
STP TMA funds; Key# 13047, Communities in Motion, COMPASS; TIP amendment to move funds scheduled in FY2017 to FY2016	74,128	Program 661, Long Range Planning; Professional services (FY2017 funding moved to FY2016)	80,000
STP-TMA funds; Key# 13048, COMPASS Travel Survey and Transit Data Collection; TIP amendment to increase funds needed	30,578	Program 838, On-Board Transit Survey; Professional Services (transit on-board data collection)	33,000
Local funds / Fund Balance; for CIM Implementation Grants that were not completed in FY2015 and were carried over to FY2016	48,129	Program 685.125, CIM Implementation Grants; add carry-over funds to pay for obligations made in FY2015	48,129
Net reduction in fund balance draw; reduction is a combination of the <i>decreased</i> need for fund balance that resulted from availability of additional federal funds through carryover and the <i>increased</i> need for fund balance to make the required match on those additional federal funds	(19,207)		
Recommended Adjustments to Revenues	461,995	Recommended Adjustments to Expenses	167,006
Adjusted Revenues - Revision 1	3,817,853	Adjusted Expenses - Revision 1	3,522,865
Remaining Revenue	294,988		

PROGRAM NO.	601			CLASSIFICATION:	Project	
TITLE:	UPWP Budget Development and Monitoring					
TASK / PROJECT DESCRIPTION:	Monitor and amend, as necessary, the FY2016 Unified Planning Work Program and Budget (UPWP) and related transportation grants for the metropolitan planning organization (MPO). Develop and obtain Board approval for the FY2017 UPWP. Attain compliance on all federal requirements of transportation planning implemented under applicable federal transportation bills.					
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	The UPWP is a comprehensive work plan that coordinates federally funded transportation planning and transportation related planning activities in the region and identifies the related planning budget.					
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	<p>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.</p> <p>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.</p>					
FY2016 BENCHMARKS						
MILESTONES / PRODUCTS						
FY2016 UPWP						
Process and track revenues and expenditures for the FY2016 UPWP and related transportation grants					Ongoing	
Process required state and local agreements and other required paperwork for transportation grants					As Needed	
Process and obtain Board approval of FY2016 UPWP revisions						
Distribute revisions of the FY2016 UPWP to the Idaho Transportation Department for tracking purposes					As Needed	
Distribute revisions of the FY2016 UPWP to the Federal Highway Administration and the Federal Transit Administration for approval					As Needed	
FY2017 UPWP Development						
Develop process and schedule for the FY2017 UPWP					Oct	
Solicit membership input on possible transportation planning projects and associated needs for FY2017					Nov-Jan	
Submit initial revenue assessment for FY2017 to the Finance Committee for input					Mar	
Obtain Board approval on FY2017 general and special membership dues					Apr	
Present FY2017 UPWP						
Present draft FY2017 UPWP to Finance Committee for input and feedback					May	
Present draft FY2017 UPWP to Finance Committee for approval					Jun	
Submit FY2017 UPWP to Board for adoption					Aug	
Submit and obtain approval from Federal Highway Administration of FY2017 UPWP					Aug	
Distribute FY2017 UPWP to the Idaho Transportation Department and Federal Transit Administration					Aug	
Track federal requirements as related to Self-Certification					Ongoing	
Compliance with federal requirements						
Track federal requirements as related to Transportation Improvement Program and the Regional Long-Range Transportation Plan					Ongoing	
Document and prepare for Federal Certification Review					Ongoing	
Monitor federal changes through the Federal Register					Ongoing	
LEAD STAFF: Megan Larsen					Expense Summary	
END PRODUCT: FY2016 UPWP revisions; FY2017 UPWP; Self-Certification; Maximize funding opportunities.						
Total Workdays: 188						
Salary \$ 78,998 Fringe 29,639 Overhead 13,840 Total Labor Cost: \$ 122,477						
ESTIMATED DATE OF COMPLETION: September-2016					DIRECT EXPENDITURES:	
Funding Sources				Participating Agencies		
	Ada	Canyon	Special	Total		Professional Services \$ -
CPG k#12381	\$ 8,398	\$ 2,951		\$ 11,349		Legal / Lobbying
CPG k#13495	75,583	26,556		102,139		Equipment Purchases
STP-TMA, k12373						Travel / Education
STP-TMA, k13047						Printing
FHWA SHRP2					Public Involvement	
STP-TMA, k13048	6,653	2,336		8,989	Meeting Support	
Local					Other	
Total:	\$ 90,634	\$ 31,843		\$ 122,477	Total Direct Cost: \$ -	
					601 Total Cost: \$ 122,477	

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PROGRAM NO.	620				CLASSIFICATION:	Project			
TITLE:	Demographics and Growth Monitoring								
TASK / PROJECT DESCRIPTION:	To collect, analyze, and report on growth and transportation patterns related to goals in the regional long range transportation plan. This program will result in two main reports each year: a Development Monitoring Report and a Performance Monitoring Report (PMR) including an analytical review of growth and transportation patterns. To develop population estimates by city, rural county, and highway district. Population estimates are developed each year for use in setting COMPASS member dues. The estimates are also posted on the COMPASS website and are used by many member agencies and citizens. Estimates are based on residential building permits and factored by vacancy rates and household sizes. Mapping and distribution of census data and support for member agencies for using census information, including training on census data and tools.								
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	Tracking and monitoring growth and system demands are critical to several planning efforts: 1) <i>Communities in Motion</i> as well as other corridor, subarea, and alternative analysis depend on accurate data and assumptions about current and future transportation, housing, and infrastructure demands. 2) The travel demand model also requires current and accurate housing and employment data. 3) Accessing, mapping, and disseminating census data and training enables member agencies to have data for studies, grants, and other analysis, and is an often requested member service. 4) Monitoring and reporting on progress toward the goals of <i>Communities in Motion</i> promotes the objectives of the plan and local efforts toward that plan.								
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	Federal Code 23 CFR § 450.322 (f) -- Long range plans require valid forecasts of future demand for transportation services that are based on existing conditions that can be included in the travel demand model. In updating the transportation plan, the MPO shall use the latest available estimates and assumptions for population, land use, travel, employment, congestion, and economic activity. "The metropolitan transportation plan shall, at a minimum, include (1) The projected transportation demand of persons and goods in the metropolitan planning area over the period of the transportation plan..." <i>Communities in Motion</i> : The Performance Monitoring Report (PMR) is a requirement of the transportation plan to monitor and track "progress toward achieving alternative transportation and desired land use objectives." Task 4.4.3, Major Activity Center, Task 1.2.2 and providing data on various groups, Task 1.9.1.								
FY2016 BENCHMARKS									
MILESTONES / PRODUCTS									
Population Estimates									
Data collection and geocoding of building permits						Ongoing			
Complete 2015 Development Monitoring Report						Feb			
Complete 2016 population estimates and receive Board acceptance						Feb			
Employment Data Estimates									
Collect and geocode employment data from Idaho Department of Labor						Oct-Jan			
Procure and geocode employment data from other data sources						Oct-Jan			
Compile master employment set						Feb			
Census Liaison/Clearinghouse									
Integrate Census data in related projects						Ongoing			
Respond to member requests for census data						Ongoing			
Complete the Census Boundary and Annexation Survey (BAS)						Apr			
Demographic Data and Forecasting									
Acquire sub-county demographic data						Oct			
Conduct demographics evaluation for age (school and elderly populations)						Nov-Mar			
Develop demographic data for modeling						Nov-Sept			
Development Review									
Provide development and policy reviews and checklists						Ongoing			
Conduct area of influence analysis						Ongoing			
Conduct annual reporting to workgroup/committee						June			
Development Tracking and Reconciliation									
Update preliminary plat files and other entitled development						Ongoing			
Update vacant lot inventory						May			
Conduct reconciliation and report to workgroup/committee						June			
LEAD STAFF: Carl Miller									
END PRODUCT: Eight products: 1) 2016 Population Estimates by jurisdiction; 2) Employment estimates by jurisdiction; 3) Dissemination of census data for COMPASS and member agency planning; 4) Demographic forecast of special-needs populations; 5) Development reviews, area of influence analysis, and an annual reporting to workgroup/committee; 6) Reporting of entitled development through preliminary plat and vacant lot inventory; and 7) Annual reconciliation of the CIM 2040 Vision with entitled developments.						Expense Summary			
						Total Workdays:		161	
						Salary	\$	57,944	
						Fringe		21,740	
Overhead		10,151							
Total Labor Cost:		\$	89,835						
ESTIMATED DATE OF COMPLETION: September-2016									
Funding Sources					Participating Agencies				
	Ada	Canyon	Special	Total	Member Agencies				
CPG k#12381	\$ 1,731	\$ 608		\$ 2,339	Professional Services \$ 12,000				
CPG k#13495	60,440	21,237		81,677	Legal / Lobbying				
STP-TMA, k12373			10,345	10,345	Equipment Purchases				
STP-TMA, k13047					Travel / Education				
FHWA SHRP2					Printing				
STP-TMA, k13048	5,531	1,943		7,474	Public Involvement				
Local					Meeting Support				
					Other				
Total:		\$ 67,702	\$ 23,788	\$ 101,835	Total Direct Cost: \$ 12,000				
					620	Total Cost: \$ 101,835			

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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 Board education. Specific elements of the task include managing the ongoing COMPASS education series, the annual COMPASS 101 workshop, periodic Board workshops, and the Leadership in Motion awards program; writing the annual report, <i>Keeping Up With COMPASS</i> newsletter, brochures, web content, news releases, and other documents; supporting the Public Participation Committee; and representing COMPASS at open houses and other events.					
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	The Communication and Education program helps COMPASS facilitate public involvement in, and understanding of, transportation and related planning efforts by planning and implementing an integrated communications/education and public involvement strategy.					
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	<p>Federal Code 23 CFR § 450.316 requires public input and involvement in MPO planning activities. Public involvement for specific programs (e.g., Regional Transportation Improvement Program, regional long-range transportation plan) is planned/budgeted under those programs. The Communication and Education task supports that outreach and involvement through developing /updating the COMPASS <i>Integrated Communication Plan</i> and Public Involvement Plan every three years, coordinating outreach efforts, and providing more general (non-program specific) opportunities for the public to learn about transportation, planning, financial, and related issues to provide the background to assist the public in becoming involved in COMPASS programs and projects.</p> <p>Tasks are included to complete the following objectives in the COMPASS FY2015-2017 Strategic Plan: Objective 1.2, Implement Integrated Communication Plan; Objective 3.2, Facilitate the Sharing of Data and Information; and Objective 4.2, Implement Adopted Plans.</p>					
FY2016 BENCHMARKS						
MILESTONES / PRODUCTS						
General						
Continue work with media -- set up interviews, develop story ideas, respond to inquiries, write/distribute news releases.					Ongoing	
Support work of Public Participation Committee.					Ongoing	
Provide outreach/public speaking support and training to staff.					Ongoing	
Conduct annual update of social media audit.					October	
Begin update of COMPASS Strategic Plan for adoption in December 2016.					Mar - Sept	
Develop tools such as electronic and print materials designed for most effective means of communication						
Maintain and enhance COMPASS social media channels (Facebook, blog, Twitter, YouTube, Flickr).					Ongoing	
Continually update COMPASS website to keep content up to date; continue to track COMPASS website traffic.					Ongoing	
Develop FY2016 annual report.					Jul-Sep	
Write and distribute monthly update handout.					Ongoing	
Evaluate effectiveness of monthly Keeping Up With COMPASS newsletter, based on potential new committee structure; revise format as needed.					Sept - Dec	
Write and distribute revised monthly Keeping Up With COMPASS newsletter, based on evaluation.					Ongoing	
Use results of FY2015 random household survey to evaluate success and continually improve programs.					Ongoing	
Education and community outreach						
Develop and implement FY2016 public education series to include five speakers; focus on transportation components being developed for <i>Communities in Motion 2040 2.0</i> .					Jan-Jun	
Support and collaborate with other agencies' outreach and education efforts and programs.					Ongoing	
Participate in community events to share planning-related information.					Ongoing	
Attend/support member agencies at public meetings.					Ongoing	
Manage/support <i>Leadership in Motion</i> awards program.					Fall	
Plan and host annual "COMPASS 101" workshop.					Jan - Feb	
Sponsor "Look! Save a Life" bicycle/pedestrian safety campaign (coordinated through the City of Boise Police Department).					Fall	
Transportation Funding Outreach Campaign ("Don't Let the Treasure Valley Fall through the Cracks")						
Promote the need for increased transportation funding/funding options through paid and earned media, social media, education series, etc.					Ongoing	
LEAD STAFF:	Amy Luft				Expense Summary	
END PRODUCT:	Public involvement in, and understanding of, transportation planning and related issues.				Total Workdays: 246	
					Salary \$ 84,302	
					Fringe 31,630	
					Overhead 14,769	
					Total Labor Cost: \$ 130,701	
ESTIMATED DATE OF COMPLETION:				September-2016		
Funding Sources				Participating Agencies		
	Ada	Canyon	Special	Total		
CPG k# 13495					Highway Districts	
FY2015 Unspent					Member Agencies	
STP-TMA, k12373					Federal Highways Administration	
STP-TMA, k13047					Idaho Transportation Department	
FHWA SHRP2					Valley Regional Transit	
STP-TMA, k13048					Department of Environmental Quality	
Local	\$ 149,499	\$ 52,527		\$ 202,026	Ada County Air Quality Board	
Total:	\$ 149,499	\$ 52,527		\$ 202,026		
					DIRECT EXPENDITURES:	
					Professional Services \$ 20,500	
					Legal / Lobbying	
					Equipment Purchases	
					Travel / Education	
					Printing	
					Public Involvement 49,400	
					Meeting Support 1,425	
					Other	
					Total Direct Cost: \$ 71,325	
					653	Total Cost: \$ 202,026

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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 of the adopted long-range transportation plan.					
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	<i>Communities in Motion</i> (CIM) is developed in cooperation with member agencies, local governments and the Idaho Transportation Department by a continuing, cooperative, and comprehensive planning process. This performance- and outcome-based planning will help guide resources to infrastructure and service projects that collectively will help achieve the regional (CIM) goals.					
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	Federal Code 23 CFR § 450 "Moving Ahead for Progress in the 21st Century" (MAP-21) requires that the regional long-range transportation plan be updated every four years in areas with more than 200,000 people or with air quality issues. Since the area meets the test on both criteria, a new plan has to be adopted by 2019. 23 USC 150-- establishes national goals and a performance program, in consultation with stakeholders, including metropolitan planning organizations. The purpose is to provide a means to the most efficient investment of federal transportation funds. Tasks are included to complete the following objectives in the COMPASS FY2015-2017 Strategic Plan: 3.2., facilitate the sharing of data and information; 4.1, lead a process to coordinate local land use planning, transportation planning, and development; 4.2, implement adopted plans; 4.3, establish a process for integrating tasks identified in CIM into the UPWP; and, 4.4, update planning documents.					
FY2016 BENCHMARKS						
MILESTONES / PRODUCTS						
661.101 General Project Management Compile components into transportation system Update financial analysis and revenue expenditure forecast Environmental mitigation strategies Evaluate potential long term air quality impacts Analyze consequences of unfunded needs Draft plan chapters and supporting documents					Oct-Sept	
661.102 Roadways Develop planning level cost estimates Determine current and projected transportation demand of vehicles Map and summarize to identify potential trade offs					Oct-Sept	
661.103 Freight Collect and analyze data SHRP grant effort Map and summarize information					Oct-Sept	
661.104 Bicycle and Pedestrian Support Active Transportation Committee, FACTS Maintain and update bike/pedestrian data collection Regional Bike and Pedestrian plan					Oct-Sept	
661.105 Public Transportation Public transportation future network analysis Planning level cost estimates for operating and capital costs estimates					Oct-Sept	
661.106 Performance Measurement Change in Motion report Data development for online dashboard Participation in development of and implementation of MAP-21 rule making SHRP2 Grant- development of benefit cost performance based system for eight elements in CIM					Oct-Sept	
LEAD STAFF:	Liisa Itkonen				Expense Summary	
Communities in Motion 2040 update material, Regional Bicycle and Pedestrian Plan, Public Transportation System network analysis, SHRP-2 Grant completion.					Total Workdays: 804	
					Salary \$ 303,940	
					Fringe 114,036	
					Overhead 53,248	
					Total Labor Cost: \$ 471,225	
ESTIMATED DATE OF COMPLETION:					September-2016	
Funding Sources				Participating Agencies		DIRECT EXPENDITURES:
	Ada	Canyon	Special	Total	Member Agencies	Professional Services \$ 238,730
CPG k#12381	\$ 29,825	\$ 10,480		\$ 40,305	ITD	Legal / Lobbying
CPG k#13495	158,705	55,761		214,466	FHWA	Equipment Purchases
STP-TMA, k12373					FTA	Travel / Education
STP-TMA, k13047			284,467	284,467		Printing
FHWA SHRP2			225,000	225,000		Public Involvement 5,000
STP-TMA, k13048	31,610	11,106		42,717		Meeting Support
Local						Other
						FY17 Carry Forward 92,000
Total:	\$ 220,140	\$ 77,347	\$ 509,467	\$ 806,955		Total Direct Cost: \$ 335,730
					661	Total Cost: \$ 806,955

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PROGRAM NO.	685			CLASSIFICATION:	Project
TITLE:	Resource Development/Funding				
TASK / PROJECT DESCRIPTION:	Develop a FY2017-2021 Regional Transportation Improvement Program (TIP) for Ada and Canyon Counties that complies with all federal, state, and local regulations and policies for the purpose of funding transportation projects. Process amendments and provide project tracking and monitoring for the FY2016-2020 TIP. Staff, with consultant assistance, will assist member agencies in taking project ideas and translating them into well-defined projects with cost estimates, purpose and need statements, environmental scans and public information plans. Projects will be prepared for the ITD chartering process to ensure readiness for state and federal funding. Grant research, development and grant administration will be done to secure additional funding into the region.				
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	Implement requested projects by member agencies, and leverage local dollars. Well defined and scoped projects with accurate project costs and schedules allow grant applications to be strong, linked closely with CIM 2040 goals and performance measures, and increase probability of funded projects to be delivered on time and on budget. Provides the necessary federal documentation for member agencies to obtain federal funding for transportation projects. Staff provides assistance to member agencies to ensure projects are meeting deadlines and do not lose federal funding through project monitoring and balancing committee participation.				
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	<p>The task is designed to help identify additional revenue sources for member agencies to assist in funding improvements and on-going maintenance of the transportation system; also assists member agencies in implementing the regional long-range transportation plan, <i>Communities in Motion</i>, and the annual Transportation Improvement Program (TIP). It addresses Objective 4.2 in COMPASS FY2015-2017 Strategic Plan - Implement Adopted Plans, and Federal Code 12 CFR § 450.306. Products may also be assisted through Unified Planning Work Program Task 693-Grant Research and Assistance, and the Communities in Motion Implementation Grant program. Federal Code 23 CFR § 450.324 --COMPASS is required to develop a TIP in cooperation with ITD and public transit operators. Certain additional requirements are required in the Boise Urbanized Area because it is considered to be a Transportation Management Area (TMA). The TIP is required to be updated at least every four years; however, COMPASS follows the update cycle of ITD's Idaho Transportation Investment Program (ITIP), which is updated annually. All projects receiving federal funding must be consistent with the regional long-range transportation plan. The TIP is tied to the Air Quality Conformity Demonstration to ensure funded projects do not violate budgets set in the State Implementation Plan (SIP) (the document that sets air quality budgets for the State of Idaho). The TIP is also scrutinized in the Certification Review.</p> <p>Tasks are included to complete the following objectives in the COMPASS FY2015-2017 Strategic Plan: 4.2, Implement adopted plans; and 4.4, Update planning documents.</p>				
FY2016 BENCHMARKS					
MILESTONES / PRODUCTS					
685.101 Transportation Improvement Program Solicit Projects for the FY2017-2021 Regional Transportation Improvement Program Prioritize projects for the FY2017-2021 Project List Develop the Final FY2017-2021 Regional Transportation Improvement Program Update Federal-Aid Map for FY2017-2021 Regional Transportation Improvement Program Monitor and Track FY2016-2020 Regional Transportation Improvement Program Assistance to Valley Regional Transit (VRT)					Oct-Sept
685.102 Project Development Program Member outreach Solicit projects needing project development Develop projects and build consensus on project outcomes Consultant Management Project Management/Planning Report creation and dissemination					Oct-Sept
685.103 Grant Research and Development Follow-up quarterly with sponsors to maintain needs list and unfunded project portfolio Update member needs list. Monitor grant sources, share grant information Seek grants to match portfolio and other member needs Write/assist member agencies with grant application(s)					Oct-Sept
685.104 CIM Implementation Grants Member outreach Solicit project applications Prioritize Applications Contract and project development Project Management					Oct-Sept
LEAD STAFF: Toni Tisdale					Expense Summary
END PRODUCT: Pre-Concept report including purpose and need statement, public involvement plan, environmental scan, planning level design sketches of early alternatives, and cost estimates.					Total Workdays: 633
					Salary \$ 254,263
					Fringe 95,398
					Overhead 44,545
					Total Labor Cost: \$ 394,206
ESTIMATED DATE OF COMPLETION: September-2016					DIRECT EXPENDITURES:
Funding Sources				Participating Agencies	
	Ada	Canyon	Special	Total	Member Agencies
CPG k#12381	\$ 122,069	\$ 42,889		\$ 164,958	
CPG k#13495	29,378	10,323		39,701	
STP-TMA, k12373			209,555	209,555	
STP-TMA, k13047					
FWHA SHRP2					
STP-TMA, k13048	24,281	8,531		32,812	
Fund Balance			\$205,837	205,837	
Total:	\$ 175,728	\$ 61,743	\$ 415,392	\$ 652,863	
					Professional Services \$ 257,657
					Legal / Lobbying
					Equipment Purchases
					Travel / Education
					Printing
					Public Involvement 1,000
					Meeting Support
					Other
					Total Direct Cost: \$ 258,657
					685 Total Cost: \$ 652,863

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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 member 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>		
FY2016 BENCHMARKS			
MILESTONES / PRODUCTS			
Provide general assistance to member agencies as requested in the areas of:			
Geographic Information System (GIS) requests for maps, data and analyses Meeting support May in Motion Audience Response System services Travel Demand Modeling support Other various requests (such as training) as budget allows			Ongoing Ongoing Ongoing Ongoing Ongoing Ongoing
Specific requested assistance, which may have been separate tasks in the past, include, but are not limited to:			
ACHD support Development Review Traffic Impact Studies Area of Influence Analysis Model Runs per member agency traffic impact study policies			As requested As requested As requested As requested
LEAD STAFF:	Sabrina Minshall		
END PRODUCT:	Data, mapping, and modeling assistance to COMPASS members. Support for member agency studies and planning activities.		
			Expense Summary
			Total Workdays: 45
			Salary \$ 16,917
			Fringe 6,347
			Overhead 2,964
			Total Labor Cost: \$ 26,228
ESTIMATED DATE OF COMPLETION:		September-2016	
Funding Sources			Participating Agencies
	Ada	Canyon	Special
	Total		
CPG k#13495	\$17,984	\$6,319	
FY2015 Unspent			\$ 24,303
STP-TMA, k12373			
STP-TMA, k13047			
FHWA SHRP2			
STP-TMA, k13048			
Local	1,425	501	1,925
Total:	\$ 19,409	\$ 6,820	\$ -
			\$ 26,228
			Total Direct Cost: \$ -
			701 Total Cost: \$ 26,228

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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 over 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/ldstat/Title39/T39CH1SECT39-116B.htm).				
FY2016 BENCHMARKS					
MILESTONES / PRODUCTS					
Public Service Announcements Work with contractor (selected in FY2014) to purchase air time for public service announcements.					Ongoing
LEAD STAFF: Amy Luft					Expense Summary
END PRODUCT: Increased public understanding of air quality issues and an individual's role in curbing air emissions, through assisting DEQ and the Air Quality Board in reaching out to the public via public service announcements.					Total Workdays: 12
					Salary \$ 4,838
					Fringe 1,815
					Overhead 848
					Total Labor Cost: \$ 7,500
ESTIMATED DATE OF COMPLETION: September-2016					DIRECT EXPENDITURES:
Funding Sources				Participating Agencies	
	Ada	Canyon	Special	Total	Department of Environmental Quality
CPG k#13495				\$ -	Ada County Air Quality Board
FY2015 Unspent					
STP-TMA, k12373					
STP-TMA, k13047					
DEQ			18,150	18,150	
AQB			64,350	64,350	
Local					
Total:			\$ 82,500	\$ 82,500	
					Total Direct Cost: \$ 75,000
					702 Total Cost: \$ 82,500

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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 is not "off-the-shelf" and staff time is needed for research, a labor charge may be applied consistent with COMPASS policy.						
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	COMPASS provides a number of products to the public and other entities: demographic data, development information, traffic counts and projections, maps, and geographic information system analyses.						
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	This task supports the COMPASS Strategic Plan goal of "Planning Excellence and Collaboration" and Strategic Plan Objective 3.2, "Facilitate the sharing of data and information" by sharing technical data and products with the public and other entities to assist in regional collaboration and help ensure all entities are using consistent data and information in their planning efforts.						
FY2016 BENCHMARKS							
MILESTONES / PRODUCTS							
<u>Provide assistance to public and non-member entities, as requested, in the areas of:</u> Geographic Information Systems (GIS) (maps, data, and analyses). Data and travel demand modeling. Demographic, development, and related information. Traffic counts and related information. Other various requests as budget allows.					Ongoing		
LEAD STAFF: Amy Luft				Expense Summary			
END PRODUCT: Information assistance to the general public.							
				Total Workdays: 22			
				Salary \$ 8,330			
				Fringe 3,125			
				Overhead 1,459			
				Total Labor Cost: \$ 12,915			
ESTIMATED DATE OF COMPLETION: September-2016				DIRECT EXPENDITURES: Professional Services \$ - Legal / Lobbying Equipment Purchases Travel / Education Printing Public Involvement Meeting Support Other Total Direct Cost: \$ -			
Funding Sources						Participating Agencies	
	Ada	Canyon	Special			Total	Member Agencies
CPG k#13495 FY2015 Unspent STP-TMA, k12373 STP-TMA, k13047 FHWA SHRP2 STP-TMA, k13048 Fund Balance						\$ -	
Total:	9,557	3,358				12,915	
	\$ 9,557	\$ 3,358		\$ 12,915			
				703	Total Cost: \$ 12,915		

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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.				
FY2016 BENCHMARKS					
MILESTONES / PRODUCTS					
Attend member agency meetings and coordinate transportation-related planning activities with member agencies.					Ongoing
LEAD STAFF: Matt Stoll END PRODUCT: Ongoing staff liaison role to member agencies.					Expense Summary Total Workdays: 54 Salary \$ 25,472 Fringe 9,557 Overhead 4,463 Total Labor Cost: \$ 39,492
ESTIMATED DATE OF COMPLETION: September-2016					DIRECT EXPENDITURES:
Funding Sources				Participating Agencies	
	Ada	Canyon	Special	Total	Member Agencies
CPG k#12381	\$ 14,547	\$ 6,101		\$ 20,648	
CPG k#13495	12,532	3,413		15,945	
STP-TMA, k12373					
STP-TMA, k13047					
FHWA SHRP2					
STP-TMA, k13048					
Local	2,145	754		2,899	
Total:	\$ 29,224	\$ 10,268		\$ 39,492	
					Professional Services \$ - Legal / Lobbying Equipment Purchases Travel / Education Printing Public Involvement Meeting Support Other Total Direct Cost: \$ - 705 Total Cost: \$ 39,492

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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 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.		

FY2016 BENCHMARKS	MILESTONES / PRODUCTS
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<p>Federal Legislative Priorities</p> <ul style="list-style-type: none"> Work with Executive Committee to identify priorities and position statements for federal legislation Obtain COMPASS Board approval of federal legislative priorities Educate and advocate on federal legislative priorities Evaluate possible legislative priorities for next federal legislative session <p>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 FY2016 legislative priorities Educate and advocate on FY2016 legislative priorities Evaluate possible legislative priorities for FY2017 legislative session 	<p>Oct-Nov Nov-Dec Dec-Apr May-Sep</p> <p>Oct-Nov Nov-Dec Dec-Apr May-Sep</p>
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LEAD STAFF: Matt Stoll	Expense Summary
END PRODUCT: An effective advocacy program for legislative issues and positions that have been approved by the Board.	
	Total Workdays: 77
	Salary \$ 42,086
	Fringe 15,791
	Overhead 7,373
	Total Labor Cost: \$ 65,250

ESTIMATED DATE OF COMPLETION: September-2016	DIRECT EXPENDITURES:																																																											
<table border="1"> <thead> <tr> <th rowspan="2"></th> <th colspan="4">Funding Sources</th> <th>Participating Agencies</th> </tr> <tr> <th>Ada</th> <th>Canyon</th> <th>Special</th> <th>Total</th> <th>Member Agencies</th> </tr> </thead> <tbody> <tr> <td>CPG k#13495</td> <td></td> <td></td> <td></td> <td>\$ -</td> <td></td> </tr> <tr> <td>FY2015 Unspent</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>STP-TMA, k12373</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>STP-TMA, k13047</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>FHWA SHRP2</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>STP-TMA, k13048</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Fund Balance</td> <td></td> <td></td> <td>\$ 171,300</td> <td>\$ 171,300</td> <td></td> </tr> <tr> <td>Total:</td> <td>\$ -</td> <td>\$ -</td> <td>\$ 171,300</td> <td>\$ 171,300</td> <td></td> </tr> </tbody> </table>		Funding Sources				Participating Agencies	Ada	Canyon	Special	Total	Member Agencies	CPG k#13495				\$ -		FY2015 Unspent						STP-TMA, k12373						STP-TMA, k13047						FHWA SHRP2						STP-TMA, k13048						Fund Balance			\$ 171,300	\$ 171,300		Total:	\$ -	\$ -	\$ 171,300	\$ 171,300		Professional Services \$ - Legal / Lobbying 85,950 Equipment Purchases Travel / Education 9,000 Printing Public Involvement Meeting Support Other 11,100 Total Direct Cost: \$ 106,050 Total Cost: \$ 171,300
		Funding Sources				Participating Agencies																																																						
	Ada	Canyon	Special	Total	Member Agencies																																																							
CPG k#13495				\$ -																																																								
FY2015 Unspent																																																												
STP-TMA, k12373																																																												
STP-TMA, k13047																																																												
FHWA SHRP2																																																												
STP-TMA, k13048																																																												
Fund Balance			\$ 171,300	\$ 171,300																																																								
Total:	\$ -	\$ -	\$ 171,300	\$ 171,300																																																								
	760																																																											

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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. FY17 to continue this evaluation by working with stakeholders to detail growth incentive strategies and in FY18 COMPASS would test strategies through land use and travel demand modeling.		
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	This service can promote linkage of the regional long-range transportation plan 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:	<p>Several <i>Communities in Motion</i> 2040 goals and objectives support this program, including:</p> <p>Goal 2.3 "Encourage infill development and more compact growth near community- identified activity centers."</p> <p>Goal 4.1 "Promote land use patterns that provide Treasure Valley residents with safe, reliable, and cost-efficient infrastructure services."</p> <p>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"</p> <p>Objective 6.1.3 "Maintain adequate land for industrial uses near freight routes and transfer centers."</p>		
FY2016 BENCHMARKS			
MILESTONES / PRODUCTS			
<p>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</p> <p>Industrial Lands Inventory Map industrial lands (zoning, comprehensive plans, and employers)</p>			<p>Oct-Dec Jan-Mar May</p> <p>Mar-May</p>
LEAD STAFF: Carl Miller		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 Communities in Motion 2040 Vision by encouraging infill, redevelopment, and Major Activity Centers. Future fiscal years would measure the efficacy of these strategies and their overall impact on the multimodal transportation system.		Total Workdays: 33 Salary \$ 14,126 Fringe 5,300 Overhead 2,475 Total Labor Cost: \$ 21,900	
ESTIMATED DATE OF COMPLETION: September-2016		DIRECT EXPENDITURES:	
Funding Sources		Participating Agencies	
	Ada	Canyon	Special
	Total	Member Agencies	
CPG k#13495	\$20,292		\$20,292
FY2015 Unspent			
STP-TMA, k12373			
STP-TMA, k13047			
FHWA SHRP2			
STP-TMA, k13048	1,607		1,607
Local			
Total:	\$ 21,900	\$ -	\$ -
			\$ 21,900
			Total Direct Cost: \$ -
			761 Total Cost: \$ 21,900

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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>					
FY2016 BENCHMARKS						
MILESTONES / PRODUCTS						
Staff training and development.						Ongoing
LEAD STAFF: Megan Larsen					Expense Summary	
END PRODUCT: Maintain staff knowledge of federal grant requirement needs and changes and build a strong team through national and local seminars, workshops, conferences, and educational classes.					Total Workdays: 143	
					Salary \$ 56,649	
					Fringe 21,254	
					Overhead 9,925	
					Total Labor Cost: \$ 87,828	
ESTIMATED DATE OF COMPLETION: September-2016					DIRECT EXPENDITURES:	
Funding Sources				Participating Agencies		
	Ada	Canyon	Special	Total		
CPG k#12381	\$51	\$18		\$ 69	Federal Highway Administration	
CPG k#13495	79,713	28,008		107,721	Federal Transit Administration	
STP-TMA, k12373						
STP-TMA, k13047						
FHWA SHRP2						
STP-TMA, k13048						
Local	6,318	2,220		8,538		
Total:	\$ 86,082	\$ 30,246	\$ -	\$ 116,328		
					801	Total Cost: \$ 116,328

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PROGRAM NO.	820			CLASSIFICATION:	System Maintenance		
TITLE:	Committee Support						
TASK / PROJECT DESCRIPTION:	To provide support to the Board and standing committees as defined by the COMPASS Bylaws and Joint Powers Agreement. As lead agency, COMPASS also provides support to the Interagency Consultation Committee.						
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	Provide coordination and communication among member agencies' staff and elected officials in transportation and land use planning, through meeting materials, agendas, and minutes, which are a historical record of events leading to the decision-making processes.						
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	COMPASS Joint Powers Agreement states, Section 6. Articles of Reformation and Organization of a Nonprofit Association Part 6.1.7 (K) Open Meeting Law: All meetings of the Board of Directors shall be governed under the provisions of what is known as the "Open Meeting Law" including any amendments and/or recodification of said law that is presently codified at Idaho Code § 67-2340-2345.						
FY2016 BENCHMARKS							
MILESTONES / PRODUCTS						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, agendas, minutes, and information to promote involvement and communication.					Total Workdays: 176	
						Salary \$ 66,041	
						Fringe 24,778	
						Overhead 11,570	
						Total Labor Cost: \$ 102,389	
ESTIMATED DATE OF COMPLETION:	September-2016					DIRECT EXPENDITURES:	
Funding Sources				Participating Agencies			
	Ada	Canyon	Special	Total	Member Agencies		
CPG k#13495	\$71,578	\$25,149		\$ 96,727	Professional Services \$ -		
FY2015 Unspent					Legal / Lobbying		
STP-TMA, k12373					Equipment Purchases		
STP-TMA, k13047					Travel / Education		
FHWA SHRP2					Printing		
STP-TMA, k13048	5,670	1,993		7,662	Public Involvement		
Local					Meeting Support 2,000		
					Other		
Total:	\$ 77,248	\$ 27,142	\$ -	\$ 104,389	Total Direct Cost: \$ 2,000		
						820	Total Cost: \$ 104,389

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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 in order for it to continue as a useful tool in many planning activities. It also provides vital information for the required process of air quality conformity demonstration.				
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	The model outputs are used to test and plan transportation projects, support Ada County Highway District's impact fee program, conduct air quality conformity of the Regional Transportation Improvement Program (TIP) and regional long-range transportation plan, review of proposed developments and traffic impact studies, provide area of influence, and respond to various special member requests.				
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	Federal Code 23 CFR § 450.322 (f) -- "Long-range transportation plans require valid forecasts of future demand for transportation services which are provided by a travel demand model. Outputs from the model are also necessary for transportation conformity determinations of the TIP and long-range plan and evaluating the impacts of alternative transportation investments. In updating the transportation plan, the MPO shall use the latest available estimates and assumptions for population, land use, travel, employment, congestion, and economic activity. "The metropolitan transportation plan shall, at a minimum, include (1) The projected transportation demand of persons and goods in the metropolitan planning area over the period of the transportation plan...."				
FY2016 BENCHMARKS					
MILESTONES / PRODUCTS					
Key Elements					
Maintain and update traffic count database.					Ongoing
Maintain the structure and integrity of the regional travel demand model for air quality conformity and use in TREDIS.					Ongoing
Provide travel demand modeling assistance to support member agency needs and special projects.					Ongoing
Maintain the input and output files for air quality conformity process and model (MOVES) and conduct conformity for regional TIP and/or long range transportation plan					Mar - Jul
Provide project and program evaluations using TREDIS (Transportation Economic Development Impact System) per member agency needs.					Ongoing
Integrate the reconciled demographics for current and all forecast years into the regional model					Apr - Jun
CIM 2040 2.0 support					
Use the regional travel demand model to provide current and projected vehicle demand (Task 661, 5.3)					Oct - Sept
Develop an agreed to protocol and process with ITD to integrate external trips from the Statewide model into the regional model.					Oct - Mar
Use the regional travel demand model to inform bike and ped implementation and planning efforts (Task 661. 5.6)					Jun-Aug
Research guidance/options on how to analyze applicable ITS projects and the impact to the transportation system (Task 661, 5.1 & 5.2)					Apr - Jul
Special Tasks and Model Improvements					
Continue development of CUBE Land and into the regional model structure (start in FY16 finish in FY17)					Jun-Sept
Develop an agreed to protocol and process with ITD to integrate external trips from the Statewide model into the regional model.					Jun-Sept
Research best practices to utilize travel time data from the Congestion Management Process into the regional model.					Sept-Nov
Develop scripts to more efficiently provide model output data for TREDIS					Feb-Mar
Modify model inputs and structure to better integrate area of influence model runs into the regional model (currently post-process)					Sept
Test implications of utilizing generalized cost assignment process					Sept - Nov
Begin developing regional model network for dynamic traffic assignment					Jul - Sept
Project Development support					on going
Direct Dollars request: \$55,000					
CUBE land need \$60,000 but split over FY16 and FY17					
Assistance with model scripts and updates \$25,000					
CUBE land proof of concept will be done in FY15, see scope of work					
LEAD STAFF: MaryAnn Waldinger					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: 232
					Salary \$ 79,260
					Fringe 29,738
					Overhead 13,886
					Total Labor Cost: \$ 122,884
ESTIMATED DATE OF COMPLETION: September-2017					DIRECT EXPENDITURES:
Funding Sources				Participating Agencies	
	Ada	Canyon	Special	Total	
CPG k#13495	\$ 121,464	\$ 42,677		\$ 164,141	Highway Districts
FY2015 Unspent					Member Agencies
STP-TMA, k12373			17,939	17,939	Federal Highways Administration
STP-TMA, k13047					Idaho Transportation Department
FWHA SHRP2					Valley Regional Transit
STP-TMA, k13048					Department of Environmental Quality
Local	10,673	3,750		14,423	
Total:	\$ 132,137	\$ 46,427	\$ 17,939	\$ 196,503	
					Total Direct Cost: \$ 73,619
					836 Total Cost: \$ 196,503

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PROGRAM NO.	838				CLASSIFICATION:	System Maintenance	
TITLE:	On-Board Transit and Household Travel Survey - minor update						
TASK / PROJECT DESCRIPTION:	Gathering data for the upkeep of the regional travel demand model is an ongoing task in order for it to continue as a useful tool in many planning activities. It also provides vital information for the required process of air quality conformity demonstration.						
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	The data are used to update and verify model parameters to ensure reasonable model results. The model outputs are used to test and plan transportation projects, support Ada County Highway District's impact fee program, conduct air quality conformity of the Regional Transportation Improvement Program (TIP) and regional long-range transportation plan, review of proposed developments and traffic impact studies, provide area of influence, and respond to various special member requests.						
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	Federal Code 23 CFR § 450.322 (f) -- "Long-range transportation plans require valid forecasts of future demand for transportation services which are provided by a travel demand model. Outputs from the model are also necessary for transportation conformity determinations of the TIP and long-range plan and evaluating the impacts of alternative transportation investments. In updating the transportation plan, the MPO shall use the latest available estimates and assumptions for population, land use, travel, employment, congestion, and economic activity. "The metropolitan transportation plan shall, at a minimum, include (1) The projected transportation demand of persons and goods in the metropolitan planning area over the period of the transportation plan...."						
FY2016 BENCHMARKS							
MILESTONES / PRODUCTS							
Key Elements							
<p>Complete collection of on-board and household travel data. Review data and draft report Final report Begin review of data for updates in the mode choice component of the regional model (start in FY16 and implement updates in FY17)</p> <p>Task 838 and PSA will be complete/closed by July 2016</p> <p>Schedule: On Board portion RFQ/P release by June 2015, select consultant by August 2015, execute PSA September 2015, data collection fall 2015 and spring 2016</p>							Sept-Nov Jan - May Jul Aug-Sept
LEAD STAFF: MaryAnn Waldinger					Expense Summary		
END PRODUCT: Data for the upkeep of the regional travel demand model.					Total Workdays: 35		
					Salary \$ 13,403		
					Fringe 5,029		
					Overhead 2,348		
					Total Labor Cost: \$ 20,780		
ESTIMATED DATE OF COMPLETION: September-2016					DIRECT EXPENDITURES:		
Funding Sources				Participating Agencies			
	Ada	Canyon	Special	Total			
CPG k#13495	\$ 12,805	\$ 6,450		\$ 19,255	Highway Districts		
FY2015 Unspent					Member Agencies		
STP-TMA, k12373					Federal Highways Administration		
STP-TMA, k13047							
FHWA SHRP2			146,403	146,403	Professional Services \$ 158,000		
STP-TMA, k13048					Legal / Lobbying		
Local	9,710	3,412		13,122	Equipment Purchases		
Total:	\$ 22,515	\$ 9,862	\$ 146,403	\$ 178,780	Travel / Education		
					Printing		
					Public Involvement		
					Meeting Support		
					Other		
					Total Direct Cost: \$ 158,000		
					838	Total Cost: \$ 178,780	

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PROGRAM NO.	842			CLASSIFICATION:	System Maintenance	
TITLE:	Congestion Management Process					
TASK / PROJECT DESCRIPTION:	Maintain a functional congestion management system for the Treasure Valley. Conduct data collection, update the Congestion Management Process as needed, produce an annual Transportation System Monitoring Report, maintain regional intelligent transportation system (ITS) architecture. Research, provide, and monitor transportation demand management (TDM) strategies.					
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	Provides annual CMS report of the congestion levels on major corridors that compares previous year results, and explains the reason for the change, typically, improvements needed such as signal timing and ITS. Periodic needs are, baseline data collection of vehicle occupancy rates, additional research and evaluation of possible transportation demand management strategies.					
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	Federal Code 23 CFR § 450.320 -- Congestion Management Program is one of the Planning Factors and required in Transportation Management Areas (TMA). COMPASS and ITD have been collecting travel time data since 2003 which provides a summary of how the major roads are functioning during the am and pm peak hours based on congestion levels. This process and its results have been integrated into the transportation improvement program prioritization scheme. Project-applications receive points if the project is on a CMS corridor and the higher congestion the higher the points. Therefore, annual travel time data collection and reporting is mandatory. Furthermore, FHWA Final Rule and FTA Policy on ITS requires that all ITS projects funded by highway trust fund or Mass Transit Account conform to the National ITS Architecture.					
FY2016 BENCHMARKS						
MILESTONES / PRODUCTS						
Annual CMS Report and Travel Time Data Collection Collect and download (assuming deployment of devices) 2016 travel time data (40 days) Review and format 2016 CMS travel time data for incorporation into newly formatted annual report and for the dashboard 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 Create reporting mechanisms for annual travel time report						Mar - Apr Jul Aug Ongoing
Miscellaneous CMS/ITS tasks Transportation Project Coordination. Transportation Studies and Construction Coordination.						Ongoing Ongoing
LEAD STAFF: MaryAnn Waldinger					Expense Summary	
END PRODUCT: Update of the Congestion Management Process and 2016 travel time data collection, analysis and report.					Total Workdays: 65	
					Salary \$ 21,324	
					Fringe 8,001	
					Overhead 3,736	
					Total Labor Cost: \$ 33,061	
ESTIMATED DATE OF COMPLETION: September-2016					DIRECT EXPENDITURES:	
Funding Sources				Participating Agencies		Professional Services \$ 129,000
	Ada	Canyon	Special	Total	Highway Districts	Legal / Lobbying
CPG k#13495	\$ 65,111	\$ 21,921		\$ 87,032	Member Agencies	Equipment Purchases
FY2015 Unspent			63,135	63,135	Federal Highways Administration	Travel / Education
STP-TMA, k12373						Printing
STP-TMA, k13047						Public Involvement
FHWA SHRP2						Meeting Support
STP-TMA, k13048						Other
Local	8,802	3,092		11,894		
Total:	\$ 73,913	\$ 25,013	\$ 63,135	\$ 162,061		
					Total Direct Cost: \$ 129,000	
					842 Total Cost: \$ 162,061	

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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 Committee (RGAC) to create regional data that can be used for many purposes.					
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	Federal Code 23 CFR § 450.322 (f)-- In updating the transportation plan, the MPO shall use the latest available estimates and assumptions for population, land use, travel, employment, congestion, and economic activity. "The metropolitan transportation plan shall, at a minimum, include (1) The projected transportation demand of persons and goods in the metropolitan planning area over the period of the transportation plan..." GIS also serves the directive under 23 CFR § 450.322 (i)(6) that the MPO "employ visualization techniques to describe plans; and make public information available in electronically accessible format and means, such as the World Wide Web..."					
FY2016 BENCHMARKS						
MILESTONES / PRODUCTS						
<u>Provide GIS Data Maintenance and Support for COMPASS Projects.</u> Data Analysis, ped count analysis, crash analysis, TIP database Linear referencing data integration						Ongoing
<u>Provide CommunityViz Maintenance and Support for COMPASS and member agency projects.</u>						Ongoing
<u>GIS Cooperation</u> Continue participation in the Canyon Spatial Data Cooperative (SDC) and Ada County Special Interest Group (SIG) meetings.						Monthly
<u>Regional Geographic Advisory Committee</u> Host the Regional GIS Advisory Committee to enable regional cooperation of GIS data.						Quarterly/as needed
<u>Regional Data Center</u> Facilitate the maintenance and expansion of a RDC to address the need for real-time regional GIS data.						Ongoing
COMPASS staff will conduct data accuracy checks and metadata on regional data sets.						Ongoing
Documentation and training for staff and member agencies on the RDC and data maintenance. For initial datasets and others as they are added.						Ongoing
Ongoing						Ongoing
LEAD STAFF: Eric Adolfsen				Expense Summary		
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.						
ESTIMATED DATE OF COMPLETION: September-2016				Total Workdays: 394		
				Salary \$ 134,448		
				Fringe 50,444		
				Overhead 23,555		
				Total Labor Cost: \$ 208,447		
Funding Sources				Participating Agencies		
				Member Agencies		
	Ada	Canyon	Special	Total	DIRECT EXPENDITURES:	
CPG k#13495					Professional Services \$ 40,000	
FY2015 Unspent	\$89,485	\$38,564		\$ 128,049	Legal / Lobbying	
STP-TMA, k12373			129,269	129,269	Equipment / Software 28,054	
STP-TMA, k13047					Travel / Education	
FHWA SHRP2					Printing	
STP-TMA, k13048					Public Involvement	
Local	15,083	5,300		20,383	Meeting Support	
					Other - data 1,200	
Total:	\$104,568	\$43,864	\$0	\$277,701	Total Direct Cost: \$ 69,254	
					860	Total Cost: \$ 277,701

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PROGRAM NO.	861	CLASSIFICATION:	System Maintenance			
TITLE:	Regional Orthophotography					
TASK / PROJECT DESCRIPTION:	Digital orthophotography has become an essential source of data for local governments in the past decade. Much of the daily activities conducted by local governments have incorporated orthophotography. The orthophoto project in 2010 began a synchronized approach to future updates. Coordinated jointly-funded projects result in a large cost savings to participants. 2016 is the first COMPASS/locally funded full two-county project.					
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	Digital orthophotography is the starting point for an accurate, seamless GIS. Digital orthophotos can supply a wealth of information: lane striping, vegetation, land use, utilities, curb-lines, gutter-lines, building footprints, pole locations, sidewalks, access points, elevation data and many other uses.					
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	Federal Code 23 CFR § 450.322 (f) --In updating the transportation plan, the MPO shall use the latest available estimates and assumptions for population, land use, travel, employment, congestion, and economic activity. "The metropolitan transportation plan shall, at a minimum, include (1) The projected transportation demand of persons and goods in the metropolitan planning area over the period of the transportation plan...."					
FY2016 BENCHMARKS						
MILESTONES / PRODUCTS						
Provide orthophotography data to private sector as needed Continue to plan for future orthophotography acquisition and funding 2015 Prepare for Regional Orthophotography Project Work with member agencies to finalize the specifications of the 2016 orthophotography project. Present findings and results to the COMPASS Board for approval. Work with the respective technical groups in Ada and Canyon Counties to update the RFQ/RFP for the project. Release the RFQ and RFP for a multi-acquisition project, with the 2016 project funded. Work with local participating members to interview orthophotography consultants. Select consultant and begin contract negotiation process. 2016 Prepare for Regional Orthophotography Project Orthophotography Flight QC Process Final Delivery and Payment of Orthophotography consultant.			Ongoing Ongoing Sept Oct Oct Nov Dec Feb/Mar May/June July/Aug			
LEAD STAFF:	Eric Adolfson					
END PRODUCT:	Continuing selling orthophotography and 2000 contour data from years past. Conduct a 2016 Regional orthophotography project.					
ESTIMATED DATE OF COMPLETION:			September-2016			
Funding Sources		Participating Agencies				
	Ada	Canyon	Special	Total	Member agencies	DIRECT EXPENDITURES: Professional Services \$ 195,000 Legal / Lobbying Equipment Purchases Travel / Education Printing Public Involvement Meeting Support Other
CPG k#13495				\$ -	Additional Participants:	
FY2015 Unspent					Idaho National Guard	
STP-TMA, k12373					United Water	
STP-TMA, k13047						
FHWA SHRP2						
STP-TMA, k13048						
Fund Balance			225,581	225,581		
Total:	\$0	\$0	\$225,581	\$225,581		
Total Direct Cost: \$ 195,000						
861 Total Cost: \$ 225,581						

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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 update 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:	<p>There are no federal or state requirements concerning these provisions; however, the Finance Committee oversees and approves these accounts and expenditures.</p> <p>Tasks are included to complete the following objective in the COMPASS FY2015-2017 Strategic Plan: 2.1, evaluate the effective use of agency resources to provide the best value for members.</p>					
FY2016 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-2016					DIRECT EXPENDITURES:	
Funding Sources				Participating Agencies		
	Ada	Canyon	Special	Total	Member Agencies	
CPG k#13495 FY2015 Unspent STP-TMA, k12373 STP-TMA, k13047 FHWA SHRP2 Local Interest Revenue	12,950	4,550	3,500	17,500 3,500		
Total:	\$ 12,950	\$ 4,550	\$ 3,500	\$ 21,000		
					Professional Services \$ -	
					Legal / Lobbying	
					Equipment Purchases 14,000	
					Travel / Education	
					Printing	
					Public Involvement	
					Meeting Support 7,000	
					Other	
					Total Direct Cost: \$ 21,000	
					990 Total Cost: \$ 21,000	

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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:		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. 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.			
FY2016 BENCHMARKS					
MILESTONES / PRODUCTS					
General Administration Review standing agreements. Update COMPASS operational policies as needed. Monitor general workplace and personnel needs. Provide administrative assistance for agency needs.			Aug As needed Ongoing Ongoing		
Personnel Management Prepare and complete recruitment processes. Conduct employee annual evaluations. Renew insurance policies. Pursue FY2016 benefit options.			As needed As needed As needed As needed		
Financial Management Close FY2015 financial records and begin FY2016. Provide annual audit support and complete financial reports. Complete COMPASS annual Audit Report. Prepare and distribute year-end payroll reports. Complete budget variance information and report to the Finance Committee quarterly. Maintain inventory of furniture, equipment, hardware and software.			Oct-Nov Oct-Dec Jan Jan Quarterly Ongoing		
Information Technology Manage Information Technology consultant and coordinate work efforts. Prioritize needs, analyze costs, make recommendations and implement system improvements. Coordinate with staff to configure equipment and software to meet the needs of each position. Document and educate staff with system issues and changes. Coordinate systems with member agencies. Provide and retain daily, monthly and annual system backups.			Ongoing Ongoing Ongoing Ongoing Ongoing 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: 1,102			
		Salary	\$ -		
		Fringe	-		
		Overhead	-		
		Total Labor Cost: \$ -			
ESTIMATED DATE OF COMPLETION: September-2016		DIRECT EXPENDITURES:			
Funding Sources		Participating Agencies			
	Ada	Canyon	Special	Total	Member Agencies
CPG k#13495 FY2015 Unspent STP-TMA, k12373 STP-TMA, k13047 FHWA SHRP2 STP-TMA, k13048 Local					Idaho Transportation Department
Total:	\$0	\$0	\$0	\$0	
		Total Direct Cost: \$ -			
		Total Cost: \$ -			
		991			

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**COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
FY2016 UNIFIED FINANCIAL WORK PROGRAM AND BUDGET - REVISION 1
REVENUE AND EXPENSE SUMMARY**

REVENUE	FY2016 Final	FY2016 Revision 1
GENERAL MEMBERSHIP		
Ada County	207,033	207,033
Ada County Highway District	207,033	207,033
Canyon Highway District No. 4	38,363	38,363
Nampa Highway District No. 1	54,816	-
City of Boise	98,618	98,618
City of Caldwell	22,874	22,874
Canyon County	103,472	103,472
City of Eagle	10,846	10,846
City of Garden City	5,317	5,317
City of Kuna	7,637	7,637
City of Meridian	40,259	40,259
City of Middleton	3,135	3,135
City of Nampa	39,333	39,333
City of Parma	944	944
City of Star	3,496	3,496
City of Wilder	723	723
Subtotal	843,899	789,083
SPECIAL MEMBERSHIP		
Boise State University	8,440	8,440
Capital City Development Corporation	8,440	8,440
Department of Environmental Quality	8,440	8,440
Idaho Transportation Department	8,440	8,440
Valley Regional Transit	8,440	8,440
Subtotal	42,200	42,200
GRANTS AND SPECIAL PROJECTS		
FHWA/FTA - Consolidated Planning Grants		
CPG - FY2015 K# 12381 Ada County		176,625
CPG - FY2015 K# 12381 Canyon County		63,047
CPG - FY2016 K# 13495 Ada County	865,252	931,636
CPG - FY2016 K# 13495 Canyon County	304,007	327,331
Sub Total CPG Grants	1,169,259	1,498,639
STP TMA - K# 12373, off-the-top funds for Planning	306,705	515,508
STP TMA - K# 13047, <i>Communities in Motion</i> Update	210,338	284,466
STP TMA - K# 13048, onboard transit survey	115,825	146,403
FYWA - SHRP2 Implementation Assistance Program	225,000	225,000
Estimate of Unspent Federal Funds from FY2015	155,000	-
Subtotal	1,012,868	1,171,377
OTHER REVENUE SOURCES		
Idaho Department of Environmental Quality	18,150	18,150
Ada County Air Quality Board	64,350	64,350
Interest Income	3,500	3,500
Subtotal	86,000	86,000
TOTAL REVENUE; Dues, Federal Funds, and Other	3,154,225	3,587,298
Draw From Fund Balance (Orthophotography)	131,500	131,500
Draw From Fund Balance (CIM Implementation Grants)		48,129
Draw From Fund Balance (to fund revenue shortfall)	70,133	50,926
TOTAL REVENUE, ALL RESOURCES	3,355,859	3,817,853

EXPENSE	FY2016 Final	FY2016 Revision 1
SALARY, FRINGE & CONTINGENCY		
Salary	1,216,783	1,216,783
Fringe	522,847	522,847
Salary Contingency (Overtime and Bonus)	20,000	20,000
Sick Time Trade	10,000	10,000
Subtotal	1,769,630	1,769,630
INDIRECT OPERATIONS & MAINTENANCE		
Indirect Costs	218,100	218,100
Subtotal	218,100	218,100
DIRECT OPERATIONS & MAINTENANCE		
620, Growth and Transportation Monitoring	12,000	12,000
653, Communication and Education	71,325	71,325
661, Long Range Planning	303,000	335,730
685, Resource Development/Funding	176,000	258,657
702, Air Quality Outreach	75,000	75,000
760, Legislative Services	106,050	106,050
801, Staff Development	28,500	28,500
820, Committee Support	2,000	2,000
836, Regional Travel Demand Model	55,000	73,619
838, Transit Data Collection	125,000	158,000
842, Congestion Management Process	129,000	129,000
860, Geographic Information System Maintenance	69,254	69,254
861, Regional Orthophotography	195,000	195,000
990, Direct Operations and Maintenance	21,000	21,000
Subtotal	1,368,129	1,535,135
TOTAL EXPENSE	3,355,859	3,522,865

REVENUE AND EXPENSE SUMMARY		
TOTAL REVENUE	3,355,859	3,817,853
LESS: TOTAL EXPENSES	3,355,859	3,522,865
CHANGE IN FUND BALANCE	0	(1) 294,988

(1) Set-aside "change in fund balance" to cover increased revenues¹ for approved overhead rate of 80.6% (potential of \$329,500 in FY2016)

COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
 FY2016 UNIFIED PLANNING WORK PROGRAM AND BUDGET - REVISION 1
 REVENUE AND EXPENSE SUMMARY - BY YEAR OF EXPENDITURE

REVENUE	YEAR OF EXPENDITURE	
	FY2016	FY2017
GENERAL MEMBERSHIP		
Ada County	207,033	
Ada County Highway District	207,033	
Canyon Highway District No. 4	38,363	
City of Boise	98,618	
City of Caldwell	22,874	
Canyon County	103,472	
City of Eagle	10,846	
City of Garden City	5,317	
City of Kuna	7,637	
City of Meridian	40,259	
City of Middleton	3,135	
City of Nampa	39,333	
City of Parma	944	
City of Star	3,496	
City of Wilder	723	
Subtotal	789,083	-
SPECIAL MEMBERSHIP		
Boise State University	8,440	
Capital City Development Corporation	8,440	
Department of Environmental Quality	8,440	
Idaho Transportation Department	8,440	
Valley Regional Transit	8,440	
Subtotal	42,200	-
GRANTS AND SPECIAL PROJECTS		
FHWA/FTA - Consolidated Planning Grants		
CPG - FY2015 K# 12381 Ada County	176,625	
CPG - FY2015 K# 12381 Canyon County	63,047	
CPG - FY2016 K# 13495 Ada County	931,636	
CPG - FY2016 K# 13495 Canyon County	327,331	
Sub Total CPG Grants	1,498,639	-
STP TMA - K# 12373, off-the-top funds for Planning	515,508	
STP TMA - K# 13047, <i>Communities in Motion</i> Update	210,338	74,128
STP TMA - K# 13048, onboard transit survey	146,403	
FYWA - SHRP2 Implementation Assistance Program	213,000	12,000
Subtotal	1,085,249	86,128
OTHER REVENUE SOURCES		
Idaho Department of Environmental Quality	18,150	
Ada County Air Quality Board	64,350	
Interest Income	3,500	
Subtotal	86,000	-
TOTAL REVENUE; Dues, Federal Funds, and Other miscellaneous	3,501,170	86,128
Draw From Fund Balance (Orthophotography)	131,500	
Draw From Fund Balance (CIM Implementation Grants)	48,129	
Draw From Fund Balance (to fund revenue shortfall)	45,054	5,872
TOTAL REVENUE, ALL RESOURCES	3,725,853	92,000

EXPENSE	YEAR OF EXPENDITURE	
	FY2016	FY2017
SALARY, FRINGE & CONTINGENCY		
Salary	1,216,783	
Fringe	522,847	
Salary Contingency (Overtime and Bonus)	20,000	
Sick Time Trade	10,000	
Subtotal	1,769,630	-
INDIRECT OPERATIONS & MAINTENANCE		
Indirect Costs	218,100	
Subtotal	218,100	-
DIRECT OPERATIONS & MAINTENANCE		
620, Growth and Transportation Monitoring	12,000	
653, Communication and Education	71,325	
661, Long Range Planning	243,730	92,000
685, Resource Development/Funding	258,657	
702, Air Quality Outreach	75,000	
760, Legislative Services	106,050	
801, Staff Development	28,500	
820, Committee Support	2,000	
836, Regional Travel Demand Model	73,619	
838, Transit Data Collection	158,000	
842, Congestion Management Process	129,000	
860, Geographic Information System Maintenance	69,254	
861, Regional Orthophotography	195,000	
990, Direct Operations and Maintenance	21,000	
Subtotal	1,443,135	92,000
TOTAL EXPENSE	3,430,865	92,000

REVENUE AND EXPENSE SUMMARY	YEAR OF EXPENDITURE	
	FY2016	FY2017
TOTAL REVENUE	3,725,853	92,000
LESS: TOTAL EXPENSES	3,430,865	92,000
CHANGE IN FUND BALANCE	294,988	0

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FY2016 - Revision 1

REVENUE AND EXPENSE SUMMARY

**COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
FY2016 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
	Labor & Indirect				FY15 CPG	FY15 CPG	FY16 CPG	FY16 CPG	STP-TMA	STP-TMA	FHWA	STP-TMA	Total	Required Match	Local Funds	Other Revenue	Total Local & Other	
	Work Days	Indirect Cost	Direct Cost	Total Cost	Ada County K# 12381	Canyon County K# 12381	Ada County K# 13495	Canyon County K# 13495	Off The Top K# 12373	CIM K# 13047	SHRP2 no match K# 19175	On Board Transit K# 13048	Federal Funds					
601.100 UPWP/Budget Development and Federal Assurances	188	122,477	-	122,477	8,398	2,951	75,583	26,556					113,488	8,990			8,990	122,477
620.100 Demographics and Growth Monitoring	161	89,835	12,000	101,835	1,731	608	60,440	21,236	10,345				94,361	7,475			7,475	101,835
653.100 Communication and Education	246	130,701	71,325	202,026									-		202,026		202,026	202,026
661 Long Range Planning	-	-	97,000	97,000			3,264	1,147			85,470		89,880	7,120			7,120	97,000
661.100 General Project Management	227	145,894	-	145,894	15,764	5,539	23,646	8,308			81,929		135,185	10,709			10,709	145,894
661.116 Roadways	45	24,373	-	24,373	3,693	1,298					17,594		22,584	1,789			1,789	24,373
661.117 Freight	105	64,793	50,000	114,793	5,010	1,760	39,417	13,849				50,000	110,037	4,756			4,756	114,793
661.118 Bicycles/Pedestrians	160	82,832	13,730	96,562	5,360	1,883	14,076	4,946			63,209		89,474	7,088			7,088	96,562
661.119 Public Transportation	99	48,895	-	48,895			6,690	2,351			36,265		45,306	3,589			3,589	48,895
661.120 Performance Measurement	168	104,438.18	175,000	279,438			71,612	25,161				175,000	271,772	7,666			7,666	279,438
685.122 Transportation Improvement Program	395	239,828	1,000	240,828	114,979	40,398			67,774				223,151	17,677			17,677	240,828
685.123 Project Development Program	80	52,952	134,528	187,480	7,090	2,491	16,544	5,813	141,781				173,719	13,761			13,761	187,480
685.124 Grant Research and Development	129	82,708	-	82,708									-		82,708		82,708	82,708
685.125 CIM Implementation Grant Program	29	18,718	123,129	141,847			12,834	4,509					17,344	1,374	123,129		124,503	141,847
TOTAL PROJECTS	2,032	1,208,445	677,712	1,886,157	162,026	56,928	324,106	113,875	219,900	284,466	225,000	-	1,386,302	91,992	407,863	-	499,855	1,886,157
701.100 General Membership Services	45	26,228	-	26,228			17,984	6,319					24,303	1,925			1,925	26,228
702.100 Air Quality Outreach	12	7,500	75,000	82,500									-		82,500		82,500	82,500
703.100 General Public Services	22	12,915	-	12,915									-		12,915		12,915	12,915
705.100 Transportation Liaison Services	54	39,492	-	39,492	14,547	6,101	12,532	3,413					36,593	2,899			2,899	39,492
760.100 Legislative Services	77	65,250	106,050	171,300									-		171,300		171,300	171,300
761.100 Growth Incentives	33	21,900	-	21,900			20,292						20,292	1,607			1,607	21,900
TOTAL SERVICES	243	173,286	181,050	354,336	14,547	6,101	50,808	9,732	-	-	-	-	81,189	6,431	184,215	82,500	273,147	354,335
801.100 Staff Development	143	87,828	28,500	116,328	51	18	79,713	28,007					107,789	8,538			8,538	116,328
820.100 Committee Support	176	102,389	2,000	104,389			71,578	25,149					96,727	7,662			7,662	104,389
836.100 Regional Travel Demand Model	232	122,884	73,619	196,503			121,464	42,677	17,939				182,080	14,423			14,423	196,503
838.100 On-Board Transit Survey	35	20,780.20	158,000	178,780			12,805	6,450					165,658	13,122			13,122	178,780
842.100 Congestion Management Process	65	33,061	129,000	162,061			65,111	21,921	63,135				150,166	11,895			11,895	162,061
860.100 Geographic Information System Maintenance	394	208,447	69,254	277,701			89,485	38,564	129,269				257,318	20,383			20,383	277,701
861.100 Regional Orthophotography	57	30,581	195,000	225,581									-		225,581		225,581	225,581
TOTAL SYSTEM MAINTENANCE	1,102	605,971	655,373	1,261,344	51	18	440,155	162,768	210,343	-	-	146,403	959,738	76,025	-	225,581	301,606	1,261,344
990.100 Direct Operations / Maintenance	-	-	21,000	21,000									-		17,500	3,500	21,000	21,000
991.100 Support Services Labor	993	-	-	-									-				-	-
999.100 Indirect Operations/Maintenance	-	-	-	-									-				-	-
TOTAL INDIRECT/OVERHEAD	993	-	21,000	21,000	-	-	-	-	-	-	-	-	-	-	17,500	3,500	21,000	21,000
G R A N D T O T A L	4,370	1,987,702	1,535,135	3,522,837	176,625	63,047	815,069	286,376	430,243	284,466	225,000	146,403	2,427,229	174,448	609,579	311,581	1,095,609	3,522,837

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**COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
FY2016 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)	FY2017 CARRY-FORWARD
620.100 Demographics and Growth Monitoring	12,000	12,000								
653.100 Communications and Education	71,325	20,500					49,400	1,425		
661 Long Range Planning	97,000	12,000					5,000			80,000
661.117 Freight	50,000	50,000								
661.118 Bicycles/Pedestrians	13,730	13,730								
661.120 Performance Measurement	175,000	163,000								12,000
685.122 Transportation Improvement Program	1,000						1,000			
685.123 Project Development Program	134,528	134,528								
685.125 CIM Implementation Grant Program	123,129	123,129								
702.100 Air Quality Outreach	75,000	75,000								
760.100 Legislative Services	106,050			9,000		11,100			85,950	
801.100 Staff Development	28,500			28,500						
820.100 Committee Support	2,000							2,000		
836.100 Regional Travel Demand Model	73,619	73,619								
838.100 On-Board Transit Survey	158,000	158,000								
842.100 Congestion Management Process	129,000	129,000								
860.100 Geographic Information System Maintenance	69,254	40,000	28,054			1,200				
861.100 Regional Orthophotography	195,000	195,000								
990.100 Direct Operations / Maintenance	21,000		14,000					7,000		
GRAND TOTAL	1,535,135	1,199,506	42,054	37,500	-	12,300	55,400	10,425	85,950	92,000

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**COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
FY2016 UNIFIED PLANNING WORK PROGRAM AND BUDGET - REVISION 1
INDIRECT OPERATIONS AND MAINTENANCE EXPENSE SUMMARY**

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

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**COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
FY2016 UNIFIED PLANNING WORK PROGRAM AND BUDGET - REVISION 1
WORKDAY ALLOCATION**

WORK PROGRAM DESCRIPTION		LEAD STAFF	DIRECTORS	PRINCIPAL PLANNERS	ASSOCIATE PLANNERS	ASSISTANT PLANNERS	OPERATIONS	TOTAL
601.100	UPWP/Budget Development and Federal Assurances	ML	48	30	4	-	106	188
620.100	Demographics and Growth Monitoring	CM	4	77	51	29	-	161
620.104	Development Monitoring		-	-	-	-	-	-
653.100	Communication and Education	AL	6	103	-	134	3	246
661	Long Range Planning	LI	-	-	-	-	-	-
661.100	General Project Management		40	116	34	20	17	227
661.116	Roadways		5	9	29	2	-	45
661.117	Freight		4	77	-	24	-	105
661.118	Bicycles/Pedestrians		8	34	113	5	-	160
661.119	Public Transportation		2	16	79	2	-	99
661.120	Performance Measurement		10	115	28	15	-	168
685	Resource Development/Funding	SM						
685.122	Transportation Improvement Program	TT	30	245	4	115	1	395
685.123	Project Development Program	DM	20	39	7	13	1	80
685.124	Grant Research and Development	SM	30	58	5	35	1	129
685.125	CIM Implementation Grant Program	DM	4	19	-	6	-	29
TOTAL PROJECTS			211	938	354	400	129	2,032
701.100	General Membership Services	SM	5	20	5	15	-	45
702.100	Air Quality Outreach	AL	0	12	-	-	-	12
703.100	General Public Services	AL	3	9	3	7	-	22
705.100	Transportation Liaison Services	MS	19	31	4	-	-	54
760.100	Legislative Services	MS	67	3	-	4	3	77
761.100	Growth Incentives	CM	4	24	-	3	2	33
TOTAL SERVICES			98	99	12	29	5	243
801.100	Staff Development	ML	21	66	18	28	10	143
820.100	Committee Support	ML	19	20	8	9	120	176
836.100	Regional Travel Demand Model	MW	2	104	-	126	-	232
838.100	On-Board Transit Survey	MW	0	25	-	10	-	35
842.100	Congestion Management Process	WS	0	20	31	14	-	65
860.100	Geographic Information System Maintenance	EA	5	170	4	211	4	394
861.100	Regional Orthophotography	EA	0	28	-	29	-	57
TOTAL SYSTEM MAINTENANCE			47	433	61	427	134	1,102
TOTAL DIRECT			356	1,470	427	856	268	3,377
991.100	Support Services Labor	ML	334	140	33	64	422	993
TOTAL INDIRECT/OVERHEAD			334	140	33	64	422	993
TOTAL LABOR			690	1,610	460	920	690	4,370

T:\Operations\Accounting & Reporting\UPWP\FY2016 Rev-1\Board 12-21-15

ITEM VII-B

2016 DRAFT COMPASS BOARD OF DIRECTORS' 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 is 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. Local Option Tax Authority

The COMPASS Board of Directors strongly supports general local option sales tax authority legislation. Such a tool will provide local units of government the ability to request necessary supplemental infrastructure revenue for specific projects, as approved by local voters, through a local sales tax. The COMPASS Board of Directors supports the concept of allowing such funds to be used for roadway and/or transit projects. Local option sales tax can provide a tool for local units of government to address local transportation challenges.

3. 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 and supports the local entities sharing in the surplus eliminator at a 60/40 ratio. The COMPASS Board of Directors 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 transit. The 2015 "surplus eliminator" funding was helpful for state maintenance projects, but local transportation systems would benefit from increased funding and flexibility.

COMPASS BOARD AGENDA ITEM VII-C

Date: December 21, 2015

Topic: Workgroup Charters

Request/Recommendation:

Staff seeks COMPASS Board approval of the workgroup charters for FY2016 activities as recommended by the Executive Committee.

Background/Summary:

The COMPASS Board approved the COMPASS Bylaws at its September 21, 2015, meeting.

Section 7.2.10 (b) specifies that:

“Each... workgroup shall have a charter recommended by the Executive Committee for final approval by the Board, specifying the type of members to include, the tasks to accomplish and the timeline for completion of those tasks.”

Proposed workgroup charters that meet the requirements of Section 7.2.10 (b) are attached.

The proposed charters cover the following workgroups:

- Action Transportation
- Demographic Advisory
- Environmental Review
- Freight Advisory
- Performance Measure Framework
- Public Participation
- Public Transportation
- Regional Geographic Advisory
- Rural Prioritization

The Executive Committee reviewed and recommended approval of the workgroup charters at its October 13, 2015 and December 8, 2015, meetings. At the December 8, 2015, meeting, the Executive Committee reviewed and recommended approval of an updated Performance Measure Framework Workgroup charter. That updated charter is provided in the attachments.

Implication (policy and/or financial):

Board approval of workgroup charters is a requirement specified in the COMPASS Bylaws. In the absence of that approval, the workgroups would disband.

More Information:

- 1) Attachment: Workgroup charters
- 2) For detailed information contact: Matt Stoll, at 475-2266 or mstoll@compassidaho.org

ML:nb T:\FY16\Transfer\Nancy\Workgroup Charters.docx

Work Group: Active Transportation Workgroup (ATWG)
Staff Liaison: Tom Laws

Purpose:

The Active Transportation Workgroup (ATWG) will provide feedback into the development and implementation of the Regional Bicycle/Pedestrian Plan. The plan includes stakeholder coordination, planning and analysis, data collection, and member agency decision support. The Active Transportation Workgroup will also provide guidance in the development of the bicycle/pedestrian component of the *Communities in Motion 2040 2.0* (CIM 2040 2.0) plan. The workgroup is anticipated to meet bi-monthly.

Tasks:

1. Provide input to the Regional Transportation Advisory Committee (RTAC) on the bicycle/pedestrian component of the CIM 2040 2.0 plan, including infrastructure map, level of service maps, bicycle/pedestrian demand, public transportation connectivity maps, and freight conflict map(s).
2. Review acquisition and deployment plan of bicycle/pedestrian counting technology with COMPASS staff.
3. Review and provide feedback to COMPASS staff of the bicycle/pedestrian data results, examining demand on system, characteristics, seasonality/weather, etc.
4. Review and provide feedback to COMPASS staff of bicycle/pedestrian forecasting tools and model development.
5. Review and provide additional direction to COMPASS staff on Complete Streets Level of Service results.
6. Review and provide additional direction to RTAC on the crash data analysis, examining high risk locations, countermeasures evaluation and recommendations.
7. Provide guidance to RTAC on metrics for prioritization of Transportation Alternatives Program.
8. Identify, coordinate, and help prioritize applications for active transportation grants to COMPASS staff (as needed).
9. Review and provide input to RTAC of bicycling and walking performance measures to be included in the COMPASS Development Checklist.
10. Feedback to RTAC on selecting routes, implementation strategies, and next steps on regional pathway planning.
11. Identify, coordinate, and review special projects and studies to RTAC (Canyon County bikeway mapping, canal trail evaluation, rails with trails feasibility study, economic assessment, etc.).

Deliverables, Schedule:

1. Bicycle/pedestrian counting technology deployment (September 2015; additional counters may be deployed in the future, if funding becomes available).
2. Active transportation grant recommendations (2016/2017).
3. Bicycle/pedestrian data analysis (Beginning in FY2016).
4. Bicycling and walking performance measures to be included in the COMPASS Development Checklist (FY2016).
5. Transportation Alternatives Program metrics (spring/summer 2016).
6. Complete Streets Level of Service maps (summer 2016).
7. Bicycle/pedestrian component of the CIM 2040 2.0 plan, including infrastructure map, level of service maps, bicycle/pedestrian demand, public transportation connectivity, and freight conflict map (August 2016).
8. Regional pathway feasibility study (FY2017).
9. Bicycle/pedestrian forecasting tool (summer 2017).
10. Crash data analysis and countermeasures report (fall 2017)

Membership:

Membership in the ATWG will be drawn from: member agency staff from ACHD, ITD, City of Boise, City of Meridian, City of Nampa, and Valley Regional Transit. Others will include health-related organization staff, representation from the Foundation for Ada/Canyon Trails System (FACTS), advocacy group representatives, and at least one member of the Public Participation Workgroup.

All decisions and recommendations of COMPASS workgroups are reached through consensus and there are no quorum requirements for workgroups. All workgroup meetings are open to anyone interested in attending. Individuals interested in attending should contact the staff liaison to obtain the scheduled meeting dates and planned agendas.

Next planned review of charter by Executive Committee: June 2016

Charter recommended by Executive Committee: _____
Date

Charter approved by COMPASS Board: _____
Date



Working together to plan for the future

Work Group: Demographic Advisory Workgroup (DAWG)
Staff Liaison: Carl Miller

Purpose:

Demographic data are the most important inputs into the travel demand model, help establish member dues, and support local land use and transportation planning. The Demographic Advisory Workgroup provides expert guidance and feedback on COMPASS demographic and growth tracking projects.

Tasks:

1. Review and provide recommendations on methodology and results of fiscal year population estimates to the COMPASS Board.
2. Review and provide feedback on the Development Monitoring Report to COMPASS staff.
3. Review and provide feedback to COMPASS staff on the Development Reconciliation demographic forecast dataset.
4. Review and provide feedback to COMPASS staff on the Development Checklist Report.
5. Review and provide feedback to COMPASS staff on the methodology and results of employment datasets.
6. Review demographic training content and schedule with COMPASS staff.

Deliverables, Schedule:

1. FY2017 population estimates recommendation to COMPASS Board; February of 2016
2. Development Monitoring Report; February 2016
3. Development reconciliation demographic forecast dataset; June 2016
4. Development Checklist Report; June 2016
5. Employment dataset; October 2016
6. Demographic training content and schedule; April 2017

Membership:

Membership in the DAWG will be drawn from: member agency staff with appropriate expertise, chambers of commerce, major utilities, and the development community.

All decisions and recommendations of COMPASS workgroups are reached through consensus and there are no quorum requirements for workgroups. All workgroup meetings are open to anyone interested in attending. Individuals interested in attending should contact the staff liaison to obtain the scheduled meeting dates and planned agendas.

Next planned review of charter by Executive Committee: June 2016

Charter recommended by Executive Committee: _____
Date

Charter approved by COMPASS Board: _____
Date

Work Group: Environmental Review Workgroup
Staff Liaison: Liisa Itkonen

Purpose:

The Environmental Review Workgroup shares data, considers environmental and community values early in the long-range planning process, and identifies potential environmental mitigation strategies to help restore and maintain environmental functions affected by the plan. The goal of this environmental review is to create a seamless decision-making process that minimizes duplication of effort, promotes environmental stewardship, and reduces delays in project implementation.

Tasks:

1. Share most available, up-to-date regional data about the environment and natural resources.
2. Advise staff and the Regional Transportation Advisory Committee (RTAC) on environmental suitability analysis; review and revise draft maps, analyses and documents about transportation system-related effects on the environment and/or natural resources.
3. Identify potential mitigation strategies to be included in the long-range transportation plan; provide to RTAC.
4. Share information about the long-range transportation plan with constituents when in draft form; provide feedback to COMPASS.

Deliverables, Schedule:

1. Completed environmental suitability analysis by December 2016.
2. Completed report of environmental suitability analysis and mitigation strategies by May 2017.

The Environmental Review Workgroup will meet as needed based on the long-range transportation plan schedule (September 2016 to June 2017).

Membership:

Membership in the Environmental Review Workgroup will be drawn from: federal, state and local environmental and resource agencies, and member agency staff with appropriate expertise.

All decisions and recommendations of COMPASS workgroups are reached through consensus and there are no quorum requirements for workgroups. All workgroup meetings are open to anyone interested in attending. Individuals interested in attending should contact the staff liaison to obtain the scheduled meeting dates and planned agendas.

Next planned review of charter by Executive Committee: June 2016

Charter recommended by Executive Committee: _____
Date

Charter approved by COMPASS Board: _____
Date

Work Group: Freight Advisory Workgroup
Staff Liaison: Liisa Itkonen

Purpose:

The Freight Advisory Workgroup will advise and provide input on freight-related issues and needs, and help integrate freight into *Communities in Motion 2040 2.0* (CIM 2040 2.0). The workgroup will facilitate information sharing and coordination among organizations, and advocate for freight considerations in transportation project prioritization and implementation.

Tasks:

1. Provide input into regional freight goals and performance measures.
2. Identify freight needs and deficiencies.
3. Advise on freight data collection and analysis, funded by the Second Strategic Highway Research Program (SHRP 2) grant.
4. Advise on the development of the FY2017 freight study scope and work plan.
5. Provide input on freight benefits and costs analyses.
6. Advise on integration of freight considerations into *Communities in Motion 2040 2.0*.
7. Provide input into freight improvement priorities and projects, and implementation.
8. Share information about regional freight and the long-range transportation plan with constituents; provide feedback to COMPASS.
9. Make recommendations to the Regional Transportation Advisory Committee. Staff liaison will coordinate communication between the COMPASS Freight Advisory Workgroup and the Regional Transportation Advisory Committee.

Deliverables, Schedule:

1. Freight goals and performance measures by January 2016.
2. Freight needs and deficiencies by April 2016.
3. Scope of work for FY2017 freight study/data collection by April 2016.
4. Freight component of the regional transportation system for CIM 2040 2.0 system by September 2016.
5. Freight improvement projects for CIM 2040 2.0 by September 2017.

The COMPASS Freight Advisory Workgroup meets quarterly, or as needed.

Membership:

Membership in the regional Freight Advisory Workgroup will be drawn from local/regional producers and processors, trucking companies and major shippers, rail companies, chambers of commerce, highway districts, and other agencies as appropriate.

All decisions and recommendations of COMPASS workgroups are reached through consensus and there are no quorum requirements for workgroups. All workgroup meetings are open to anyone interested in attending. Individuals interested in attending should contact the staff liaison to obtain the scheduled meeting dates and planned agendas.

Next planned review of charter by Executive Committee: June 2016

Charter recommended by Executive Committee: _____
Date

Charter approved by COMPASS Board: _____
Date

Work Group: Performance Measure Framework Workgroup
Staff Liaison: Carl Miller

Purpose:

The Performance Measure Framework Workgroup will provide feedback throughout the performance measure framework project funded by SHRP2. The project's goal is to prioritize projects in the context of the *Communities in Motion 2040* (CIM 2040) goals and convey impacts of the projects to stakeholders and the public. The workgroup will meet from November 2015 to October 2016 and disband at the completion of the performance measure framework effort.

Tasks:

1. Participate in kickoff meeting and consultant interviews.
2. Participate in workshop for engaging stakeholders and provide feedback on summary report of workshop results to consultant.
3. Review and provide feedback to COMPASS staff on the "COMPASS Existing Data, Tools, and Models Inventory."
4. Review and provide comment on consultant produced "Technical Assessment Memorandum."
5. Review and provide feedback to the consultant on the framework development.
6. Review and provide feedback to the consultant of versions of a display mechanism to communicate results for stakeholders, elected officials, and the public.
7. Recommend the final report to RTAC, which includes documentation of framework development, best practices, lessons learned, data requirements, available tools, and next steps.

Deliverables, Schedule:

1. Kickoff meeting and consultant interviews (November 2015).
2. Workshop and workshop summary (January 2016).
3. COMPASS Existing Data, Tools, and Models Inventory (February 2016).
4. Technical Assessment Memorandum (February 2016).
5. Communication and display mechanism (May 2016).
6. Final report to RTAC (October 2016).

Membership:

Membership in the regional Performance Measure Framework Workgroup will be drawn from organizations representing each of the CIM 2040 elements, including transportation (freight, public transportation, bicycle/pedestrian, and commuter), land use, housing, community infrastructure, health, economic development, open space, farmland, FHWA, and other agencies as appropriate.

All decisions and recommendations of COMPASS workgroups are reached through consensus and there are no quorum requirements for workgroups. All workgroup meetings are open to anyone interested in attending. Individuals interested in attending should contact the staff liaison to obtain the scheduled meeting dates and planned agendas.

Next planned review of charter by Executive Committee: June 2016

Charter recommended by Executive Committee: _____
Date

Charter approved by COMPASS Board: _____
Date

Work Group: Public Participation Workgroup (PPW)
Staff Liaison: Amy Luft

Purpose:

The purpose of the Public Participation Workgroup (PPW) is to assist and advise COMPASS staff on COMPASS public involvement and outreach activities, from the perspective of the general public and interested stakeholders.

Tasks:

1. Review photo submissions for *Treasure Valley: On the Go!* calendar; choose photos to include for public voting.
2. Provide ideas and input into ways to increase public interest in the annual Regional Transportation Improvement Program (TIP) update.
3. Review and provide feedback on the *Communities in Motion 2040 2.0* performance measure framework and how it will be publically displayed, explained, and used.
4. Assist with COMPASS community/outreach activities, such as national Bike to Work month and bike rodeos.
5. Review and provide input into COMPASS outreach, education, and public participation activities as requested.
6. Assist COMPASS staff with outreach, education, and public participation activities, as needed, to expand the reach of COMPASS outreach activities.
7. Work with COMPASS staff to execute a statistically significant random household survey on the public's awareness and opinions of COMPASS programs, projects, and opportunities for comment; every three years; next update early FY2018.
8. Work with COMPASS staff to update the COMPASS *Integrated Communication Plan* regarding COMPASS communication programs; every three years; next update late FY2018.

Deliverables, Schedule:

1. August 2016: *Treasure Valley: On the Go!* photos selected for public voting
2. Summer 2016: Input into ways to increase interest in the TIP update
3. Summer/fall 2016: Feedback on the performance measure framework and how it will be displayed, explained, and used to and by the public
 - o As needed: Assistance with COMPASS community/outreach activities

Membership:

PPW shall be comprised of 8 to 20 members of the public who reside in Ada or Canyon Counties. Any resident of Ada or Canyon County may apply for membership.

- COMPASS shall seek a wide representation of interests and skills on the PPW. For example, members may include communication and transportation professionals, the business community, persons with disabilities, users of public transportation, cyclists, youth, etc.
 - o While a PPW member may have a particular interest as noted above, PPW members shall not serve as representatives of specific businesses, agencies, or special interests. Each PPW member shall serve as an individual, solely representing his or her own opinions and interests.

- Interested individuals shall submit a PPW request for membership form to COMPASS, who shall review requests and accept new members based on workgroup needs. Submittal of a PPW application does not guarantee PPW membership.
- Per the bylaws of the Regional Transportation Advisory Committee (RTAC), dated September 21, 2015, PPW may appoint one representative to serve on RTAC. PPW shall appoint this person at its last meeting of the calendar year, to serve the following calendar year.
- Per the Active Transportation Workgroup charter, PPW shall appoint one representative to serve on this workgroup. PPW shall appoint this person at its last meeting of the calendar year, to serve the following calendar year.

All decisions and recommendations of COMPASS workgroups are reached through consensus and there are no quorum requirements for workgroups. All workgroup meetings are open to anyone interested in attending. Individuals interested in attending should contact the staff liaison to obtain the scheduled meeting dates and planned agendas.

Next planned review of charter by Executive Committee: June 2016

Charter recommended by Executive Committee: _____
Date

Charter approved by COMPASS Board: _____
Date

Work Group: Public Transportation Workgroup
Staff Liaison: Walt Satterfield

Purpose:

The Public Transportation Workgroup will develop and recommend components and phasing (timeline) of the public transportation system in the Treasure Valley. Work will focus on meeting regional public transportation needs in the two counties to improve mobility and access, and maximize transportation investments.

Tasks:

1. Review background information and past efforts.
2. Review COMPASS long-range transportation planning components.
3. Review current guidance from Federal Transit Administration.
4. Identify funding deficiencies.
5. Review performance of current public transportation system.
6. Identify key deficiencies.
7. Review thresholds that identify when major milestones will be implemented.
8. Address the relationship between land use decisions and an integrated regional transportation system.
9. Develop components and sequencing (timeline) for developing/implementing regional public transportation system.
10. Present to the Regional Transportation Advisory Committee for recommendation to COMPASS Board.
11. Review options for local funding.
12. Share information about public transportation component of the long-range transportation plan with constituents; provide feedback to COMPASS.

Deliverables, Schedule:

1. Continue to advise development of public transportation component for CIM 2040 2.0. (October 2016)
2. Advise integration of public transportation component into *Communities in Motion 2040 2.0*. (June 2016-December 2016)
3. Make recommendations to the Regional Transportation Advisory Committee. Staff liaison will coordinate communication between the COMPASS Public Transportation Workgroup and the Regional Transportation Advisory Committee. (Ongoing, 2016)

Membership:

Member agency staff from Ada County, ACHD, Canyon County, City of Boise, City of Eagle, City of Meridian, City of Nampa, ITD and Valley Regional Transit.

All decisions and recommendations of COMPASS workgroups are reached through consensus and there are no quorum requirements for workgroups. All workgroup meetings are open to anyone interested in attending. Individuals interested in attending should contact the staff liaison to obtain the scheduled meeting dates and planned agendas.

Next planned review of charter by Executive Committee: June 2016

Charter recommended by Executive Committee: _____
Date

Charter approved by COMPASS Board: _____
Date

Work Group: Regional Geographic Advisory Workgroup
Staff Liaison: Eric Adolfson

Purpose:

To advise and assist with regional GIS issues and tasks such as orthophotography and the Regional Data Center.

Tasks:

1. Assist with the maintenance/development of the COMPASS SWIDRDC (Southwest Idaho Regional Data Center).
2. Advise on orthophotography flight parameters, schedule, additional needs, partners, delivery methods.
3. Provide input on regional GIS issues, policy, and technical solutions.
4. Coordinate data provided to emergency services to aid common dispatching.
5. Develop regional datasets for planning, and emergency services.
6. Develop an enterprise or federated GIS with central data repository.
7. Advise COMPASS Board and staff about investments and policies related to improving GIS.
8. Provide a forum in which to plan a vision for regional GIS cooperation.
9. On a periodic basis, workgroup will report to either the Regional Transportation Advisory Committee (RTAC) or Executive Committee depending on topic. Staff liaison will coordinate communication between the COMPASS Regional Geographic Advisory Workgroup and RTAC or the Executive Committee.

Deliverables, Schedule:

1. Regional orthophotography RFP. October 2015
2. Selection of orthophotography consultant. December 2015
3. Review and QC of delivered orthophotography product. March-July 2016
4. Acceptance of delivered product. When finished
5. Report on Regional Data Center. February 2016

Membership:

The workgroup shall be composed of representatives from member agencies and those with an interest in regional geographic data. Members shall have geographic information system technical experience with agency administrative authority.

All decisions and recommendations of COMPASS workgroups are reached through consensus and there are no quorum requirements for workgroups. All workgroup meetings are open to anyone interested in attending. Individuals interested in attending should contact the staff liaison to obtain the scheduled meeting dates and planned agendas.

Next planned review of charter by Executive Committee: June 2016

Charter recommended by Executive Committee: _____
Date

Charter approved by COMPASS Board: _____
Date



Working together to plan for the future

Work Group: Rural Prioritization Process Workgroup
Staff Liaison: Toni Tisdale

Purpose:

The Rural Prioritization Process Workgroup will develop a recommended priority list for rural programs managed by the Local Highway Technical Assistance Council (LHTAC). Work will focus on determining the most beneficial rural projects in Ada and Canyon Counties to maximize rural transportation funding and bring more funding into the region.

Tasks:

1. Discuss and determine recommendations for the most beneficial rural projects for funding programs managed by LHTAC.
2. Use the prioritization process approved by the COMPASS Board on August 20, 2012.
3. Report to the Regional Transportation Advisory Committee (RTAC) in September 2016.

Deliverables, Schedule:

1. Provide priority recommendations to RTAC for rural project priorities in each LHTAC rural program. The recommendation will include a signature from each participating agency.
 - a. The workgroup will request that RTAC, at their September 2016 meeting, recommend rural priorities for COMPASS Board approval in October 2016.

Membership:

Membership in the Rural Prioritization Process Workgroup includes agency staff or contract engineers from all rural agencies in Ada and Canyon Counties with transportation jurisdiction.

All decisions and recommendations of COMPASS workgroups are reached through consensus and there are no quorum requirements for workgroups. All workgroup meetings are open to anyone interested in attending. Individuals interested in attending should contact the staff liaison to obtain the scheduled meeting dates and planned agendas.

Next planned review of charter by Executive Committee: June 2016

Charter recommended by Executive Committee: _____
Date

Charter approved by COMPASS Board: _____
Date

COMPASS BOARD AGENDA ITEM VII-D

Date: December 21, 2015

Topic: **Resolution 05-2016: Amending the FY2015-2019 and FY2016-2020 Regional Transportation Improvement Program (TIP)**

Request/Recommendation:

COMPASS staff seeks COMPASS Board adoption of Resolution 05-2016 amending the FY2015-2019 TIP and the FY2016-2020 TIP, as requested by ACHD, the City of Eagle, the Idaho Transportation Department (ITD), and Valley Regional Transit (VRT). Amending both TIPs allows first quarter obligations on projects using the FY2015-2019 TIP, since the FY2016-2020 TIP is not expected to be approved by federal agencies until December 2015. The Regional Transportation Advisory Committee (RTAC) recommended approval on October 28, 2015 and November 17, 2015, for most actions. One recommendation, noted below, was made at the Urban Balancing Committee on November 5, 2015, which was not submitted for RTAC review.

Background/Summary:

Federal Highway Administration (FHWA) requires a cost change limit in order to process changes affecting the project total via administrative modification. FHWA also requires more coordination between ITD and COMPASS on project changes, as all projects (including ITD's projects) in Ada and Canyon Counties are included in the Idaho Transportation Investment Program (ITIP) by reference to the TIP. Projects in Ada and Canyon Counties are not listed in the ITIP. Therefore, more projects are currently being processed via amendment than in the past.

Per ITD:

- **SH-55, Pride Lane in Canyon County to Middleton Road in Nampa (19414) – Restoration funds, correct funding categories in FY2017 and FY2018 to mirror ITD. Pavement Preservation, increase preliminary engineering consulting (PEC) by \$30,000 to start design work. Funds from Key Number 19589.**
- **I-84, US 20/26 (Franklin Road) in Caldwell to Karcher Road in Nampa (19589) – Pavement Preservation, decrease preliminary engineering consulting (PEC) by \$30,000 and move funds to Key Number 19414. Move construction funds (CN) from FY2019 to FY2018 to mirror ITD.**

Per TMA Balancing at RTAC:

- **Franklin Road, Black Cat Road to Ten Mile Road, Meridian (12368) – STP-TMA, Deobligate \$475,000 from right-of-way and move funds to construction to add street lighting during the construction phase. The City of Meridian will pay the required match on the street lighting portion of the project.**
- **State Street and Collister Drive Intersection, ACHD (13481) – STP-TMA, Increase right-of-way by \$132,000 to cover the most recent cost estimate. Funds are from a release earlier in the year.**
- **Capital Maintenance, VRT, Boise – FY2016 (13511) – STP-TMA, Increase construction by \$570,000 for additional need of replacement vehicles in the Boise Urbanized Area from funds released earlier in the year.**

- **Pathway, Dry Creek Trail, Phase 1, Eagle (13916)** – TAP-TMA, Advance and merge phase 2 of this project from funds released earlier in the year. The project was originally split into two phases due to a shortage of funds. There is no change to the overall total of the project.
- **Pathway, Dry Creek Trail, Phase 2, Eagle (13917)** – TAP-TMA, Remove and merge with phase 1. The project was originally split into two phases due to a shortage of funds. There is no change to the overall total of the project.

Per the Urban Balancing Committee on November 5, 2015 (this action was not submitted to RTAC for additional recommendation)

- **Linder Road and Deer Flat Road Intersection, Kuna (13492)** – STP-U, In FY2016, move \$10,000 from right-of-way to preliminary engineering consultant. Delay \$80,000 from right-of-way in FY2016 to FY2020 and increase funds by \$27,000 to cover the new cost estimate from funds released earlier in the year. Staff will reschedule the right-of-way funds prior to FY2020 during the next update cycle, if funds are available.

Per VRT:

- **Transit – Accessible Vehicles, Vehicle Sharing Pool, Boise (18893)** – FTA 5339 LU, Remove project and move funds to Key Number 19122 in FY2016 to change the purchase for vehicle sharing pool per original application to fixed route/demand response vehicle.
- **Transit – Capital Lease or Purchase and Maintenance, Boise (19122)** – FTA 5339 LU, Increase construction by \$120,000 from Key Number 18893 to change the purchase for vehicle sharing pool to fixed route/demand response vehicle.

Details of all changes are provided on the attachment to Resolution 05-2016.

Implication (policy and/or financial):

These actions allow changes to projects, at the request of ACHD, the City of Eagle, ITD, and VRT in order for capital needs to be fulfilled and development of the projects to occur in a timely manner.

More Information:

- 1) Attachment 1: Resolution 05-2016
- 2) For detailed information contact: Toni Tisdale, Principal Planner, at 475-2238 or ttisdale@compassidaho.org.

RESOLUTION NO. 05-2016

FOR THE PURPOSE OF AMENDING THE FY2015-2019 AND FY2016-2020 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 Moving Ahead for Progress in the 21st Century (MAP-21) 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, MAP-21, 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, MAP-21, Title 23 United States Code Section 134, and Title 49 United States Code Section 5303 requires Transportation Improvement Programs be developed and amended in consultation with all interested parties;

WHEREAS, no public comment is necessary for these actions;

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 FY2015-2019 and FY2016-2020 Regional Transportation Improvement Programs in compliance with all applicable state and federal regulations; and

WHEREAS, the attached table dated October 27, 2015, details the amendment to the FY2015-2019 and FY2016-2020 Regional Transportation Improvement Programs.

NOW, THEREFORE, BE IT RESOLVED, that the Community Planning Association of Southwest Idaho Board of Directors approves the amendment to the FY2015-2019 and FY2016-2020 Regional Transportation Improvement Programs.

DATED this 21st day of December 2015.

APPROVED:

By: _____
Garret Nancolas, 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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Amendment #10 FY2015-2019 Regional Transportation Improvement Program AND
 Amendment #3 FY2016-2020 Regional Transportation Improvement Program
 Per ITD Staff October 27, 2015 (recommended by RTAC November 17, 2015)

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
19414	SH-55, Pride Lane in Canyon County to Middleton Road in Nampa	2016							0
	Funding Source: Restoration	2017	0	100					100
	Restore the pavement on SH-55 from Pride Lane (milepost 7.1) to Middleton Road (milepost 15.6) by milling off the old surface and inlaying a new one. In addition, shoulders and drainage will be improved. (Federal = \$3,984,000)	2018	0	175					175
		2019							0
		2020						4025	4025
		PD							0
		SUM	0	275	0	0	0	4025	4300
Correct funding categories in FY2017 and FY2018. No change to total in this funding source.		275	0						
19414	SH-55, Pride Lane in Canyon County to Middleton Road in Nampa	2016		0					0
	Funding Source: Pavement Preservation	2017							0
	Same as above. (Federal = \$28,000)	2018							0
		2019							0
		2020							0
		PD							0
		SUM	0	0	0	0	0	0	0
Increase PEC in FY2016 by \$30,000 from KN 19589 to start design work.			30					30	
19589	I-84, US 20/26 (Franklin Road) in Caldwell to Karcher Road in Nampa	2016		300					300
	Funding Source: Pavement Preservation	2017							0
	Reconstruct and realign I-84 from US 20/26 (Franklin Road) in Caldwell to Karcher Road in Nampa. This project will address cracking and poor road condition along 3.7 miles of I-84. ITD plans to remove 2-feet on either side of each crack and replace the section with flowable fill asphalt. Milling the entire section will smooth the surface before resurfacing the roadway. (Federal = \$743,000)	2018			380			0	380
		2019						152	152
		2020						0	0
		PD							0
		SUM	0	680	0	0	0	152	832
Decrease PEC in FY2016 by \$30,000 and move to KN 19414. Move construction funds from FY2019 to FY2018 to mirror ITD.			650					802	
19589	I-84, US 20/26 (Franklin Road) in Caldwell to Karcher Road in Nampa	2016							0
	Funding Source: Restoration	2017							0
	Same as above. (Federal = \$11,027,000)	2018						11900	11900
		2019							0
		2020							0
		PD							0
		SUM	0	0	0	0	0	11900	11900
No change to this funding source.									

Per TMA Balancing at RTAC October 28, 2015

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
12368	Franklin Road, Black Cat Road to Ten Mile Road, Meridian	2016			0 <u>(475)</u>	220	640	6011 <u>6486</u>	6871
	Funding Source: STP-TMA Widen Franklin Road from two-lane to five-lane from Black Cat Road to Ten Mile Road. Work includes curb, gutter, drainage swales, sidewalks, and bicycle facilities, and reconstructing the intersection at Franklin Road and Black Cat Road with a seven-lane by seven-lane intersection. (Federal = \$6,367,000) Deobligate \$475,000 from RW and move to CN in FY2016 to add street lighting during construction. The City of Meridian will pay match on these funds. No change to total.	2017							
		2018							
		2019							
		2020							
		PD							
SUM	0	0	0 <u>(475)</u>	220	640	6011 <u>6486</u>	6871		
13481	State Street and Collister Drive Intersection, ACHD	2016			548 <u>680</u>			548 <u>680</u>	
	Funding Source: STP-TMA Intersection improvements at State Street and Collister Drive in the City of Boise. (Federal = \$8,389,000) Increase RW by \$132,000 to cover the most recent cost estimate from funds released in Amendments #8 and #1 on October 19, 2015.	2017						0	
		2018					1255	6167	7422
		2019						949	949
		2020							0
		PD							0
SUM	0	0	548 <u>680</u>	0	1255	7116	8919 <u>9051</u>		
13511	Capital Maintenance, VRT, Boise - FY2016	2016					150 <u>720</u>	150 <u>720</u>	
	Funding Source: STP-TMA Replace transit bus or facility in FY2016 in the Boise Urbanized Area. (Federal = \$667,000) Increase CN by \$570,000 to complete purchase of replacement vehicles from funds released in Amendments #8 and #1 on October 19, 2015.	2017						0	
		2018						0	
		2019						0	
		2020						0	
		PD						0	
SUM	0	0	0	0	0	150 <u>720</u>	150 <u>720</u>		
13916	Pathway, Dry Creek Trail, Phase 1 , Eagle	2016					13 <u>37</u>	88 <u>224</u>	101 <u>261</u>
	Funding Source: TAP-TMA Provides a bicycle and pedestrian underpass at SH-44 on the west side of the City of Eagle <u>and connects the Dry Creek Pathway to the Dry Creek Valley, Spring Valley, and SH-55.</u> This project will connect the Dry Creek Pathway and the northeast side of the City of Eagle with the Boise River Greenbelt. (Federal = \$242,000) Advance and merge KN 13917 with this project from funds released in Amendments #8 and #1 on October 19, 2015. Project was originally split into two phases due to shortage of funding. No change to overall total.	2017						0	
		2018						0	
		2019						0	
		2020						0	
		PD						0	
SUM	0	0	0	0	13 <u>37</u>	88 <u>224</u>	101 <u>261</u>		

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)								
		Cost year	PE	PEC	RW	UT	CE	CN	SUM	
13917	Pathway, Dry Creek Trail, Phase 2, Eagle	2016							0	
	Funding Source: TAP-TMA	2017					24	136	160	
	Connect the Dry Creek Pathway to the Dry Creek Valley, Spring Valley, and SH-55 in the City of Eagle. Remove this project and merge with KN 13916.		2018					<u>0</u>	<u>0</u>	<u>0</u>
			2019							0
			2020							0
			PD							0
			SUM	0	0	0	0	24	136	160
						<u>0</u>	<u>0</u>	<u>0</u>		

Per VRT Staff November 2, 2015 (recommended by RTAC November 17, 2015)

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)								
		Cost year	PE	PEC	RW	UT	CE	CN	SUM	
18893	Transit - Accessible Vehicles, Vehicle Sharing Pool, Boise	2016						120	120	
	Funding Source: FTA 5339 LU	2017						<u>0</u>	<u>0</u>	
	Provide accessible vehicles for the vehicle sharing pool that will be used by members of the vehicle sharing program. Project uses FY2014 funding. (Federal = \$96,000) Remove project and move funds to KN 19122 in FY2016 to change the purchase for vehicle sharing pool to fixed route/demand response.		2018							0
			2019							0
			2020							0
			PD							0
			SUM	0	0	0	0	0	120	120
							<u>0</u>	<u>0</u>		
19122	Transit - Capital Lease or Purchase and Maintenance, Boise	2016						701	701	
	Funding Source: FTA 5339 LU	2017						319	319	
	Provide vehicle lease or purchase for fixed line, demand response, support activities, and associated equipment and maintenance in the Boise Urbanized Area. FY2015 funds carried over to FY2016. (Federal = \$1,617,000) Increase CN \$120,000, funds from KN 18893 to change the purchase for vehicle sharing pool to fixed route/demand response.		2018						319	319
			2019						319	319
			2020						363	363
			PD							0
			SUM	0	0	0	0	0	2021	2021
							<u>2141</u>	<u>2141</u>		

Per Urban Balancing November 5, 2015

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
13492	Linder Road and Deer Flat Road Intersection, Kuna	2016		213 <u>223</u>	90 <u>0</u>				303 <u>223</u>
	Funding Source: STP-U	2017							0
		2018							0
		2019							0
	Improve the intersection at Linder Road and Deer Flat Road in Kuna, including the addition of curb, gutter, sidewalk, and bike lanes. (Federal = \$2,810,000)	2020			213 <u>320</u>		325	2165	2703 <u>2810</u>
		PD							0
		SUM	0	213 <u>223</u>	303 <u>320</u>	0	325	2165	3006 <u>3033</u>

PE = Preliminary Engineering

PEC = Preliminary Engineering Consultant

RW = Right-of-Way

UT = Utilities

CE = Construction Engineering

CN = Construction

FY = Fiscal Year

KN = Key Number

5339 = for bus and bus facilities

FTA = Federal Transit Administration

LU = Large Urban (Boise Urbanized Area)

STP = Surface Transportation Program

TAP = Transportation Alternatives Program

TMA = Transportation Management Area (Boise Urbanized Area)

U = Urban (Nampa Urbanized Area)

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COMPASS BOARD AGENDA ITEM VII-F

Date: December 21, 2015

Topic: TIP Amendment Policy

Request/Recommendation:

COMPASS staff seeks COMPASS Board approval to update the Transportation Improvement Program (TIP) Amendment Policy to reflect best practices and address Federal Highway Administration (FHWA) concerns (Attachment 1). The Regional Transportation Advisory Committee (RTAC) recommended COMPASS Board approval on November 17, 2015.

Background/Summary:

Scott Frey, FHWA Transportation Engineer, met with COMPASS staff on September 14, 2015. Mr. Frey requested changes to the TIP Amendment Policy, to include limitations for cost increases processed via administrative modification. Most details are removed, greatly simplifying the process. Most changes may be processed via administrative modifications if the change does not specifically trigger an amendment.

COMPASS staff reviewed best practices from other metropolitan planning organizations, the Idaho Transportation Department's draft amendment policy, comments and suggestions from members of RTAC, and addressed the changes requested by FHWA. Staff also recommends a new format to clarify the intent of actions.

Major changes are described below (as shown in red text on Attachment 1). The current TIP Amendment Policy is provided as Attachment 2 for comparison purposes.

Amendments:

- Only advances or delays in projects outside the first four years of the program.
- A definition for "significant" scope change was added.
- Language was added to define changes constituting an amendment: greater than 30% or \$2,000,000 of the current project total, whichever is less; with a minimum change amount of \$25,000.
- Conversion of local funds to federal funds; using the cost change limitations.

Administrative Modifications:

- Mirroring of existing TIP with a new TIP for first quarter obligations as these changes were already approved by the COMPASS Board in the TIP update process.
- Adding local funds to a project to cover a final estimate.

Other:

An additional clause was added requiring changes to projects obligated in previous years and currently under construction to be treated as an existing project in the amendment policy. An example is a project obligated in FY2014, currently under construction, encounters a change order. Additional funds may be added to the project via administrative modification if the change does not trigger an amendment threshold, even though the project is not shown in the TIP.

Implication (policy and/or financial):

The recommended changes to the TIP Amendment Policy provides more flexibility for changes. New dollar limits on administrative modifications will require sponsor agencies to be aware of time constraints and processes. Some amendments require a public comment period, which will necessitate additional time, and provides additional input into the process. The policy also requires RTAC recommendation and COMPASS Board action that did not exist previously on some projects, providing additional transparency.

More Information:

- 1) Attachment 1: Draft TIP Amendment Policy
- 2) Attachment 2: Current TIP Amendment Policy
- 3) For detailed information contact: Toni Tisdale, Principal Planner, at 475-2238 or ttisdale@compassidaho.org.

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Draft COMPASS Regional Transportation Improvement Program (TIP) Amendment Policy
Approved by COMPASS Board December 17, 2007. Amended February 25, 2008, December 20, 2010,
April 21, 2014, and XX 2015.

Tasks	Amendment	Administrative Modification	Needs Public Involvement	No Action Needed
AMENDMENTS				
1. Add new project	X		X	
2. Remove project	X		X	
3. Advance or delay funds across fiscal years outside the first four years of the program	X			
4. Significant* change to project termini or scope	X		X	
5. Change that affects air quality conformity demonstration	X		X	
6. Transfer funding from FHWA to FTA or vice versa	X			
7. If project total increases > 30% or \$2,000,000, whichever is less, with minimum change amount of \$25,000	X			
8. Conversion of funds from local to federal using limitations in #7	X			
ADMINISTRATIVE MODIFICATIONS				
9. Mirroring of existing TIP with the new TIP for alignment of 1st Quarter obligations, after COMPASS Board approval of the new TIP		X		
10. Increase project total using local funds		X		
11. Changes through the End-of-Year program funded by ITD, after COMPASS Board approval of priorities		X		
12. Any change not specifically listed above that does not trigger an Amendment		X		
NO ACTION REQUIRED				
13. Spelling or grammar corrections				X
14. Add detail or clarification to the description, if the scope of the project is not affected				X
15. Change match rate, if the total is not affected by the change				X
16. Change status of informational items (such as inflation, performance measure, funding allocation, or project type)				X
17. Clarify title of the project if scope is not affected				X

***Definition of "significant"**

- Construction: termini change greater than ¼ mile. Scope change that is inconsistent with the NEPA documentation or will alter the NEPA determination or that would be functionally different from current expectations, such as a change in multi-modal improvements, increase or decrease in number of lanes, or change the type of intersection (traditional vs. roundabout).
- Public transportation: change of use of funds, such as changing from a capital project to an operations project.
- If significance is unclear, the COMPASS Executive Director will determine.

For the purposes of the TIP, state funds are treated the same as federal-aid funds.

Changes to projects obligated in previous years, but not included in the current TIP, may be processed according to the policies above, except policy #1. These projects will be processed as an existing project.

Action required:

- Amendments – COMPASS Board approval, via action item in Board packet.
 - Urban, TMA, and/or FTA Balancing Guidelines will be followed
 - Could require notification of the Interagency Consultation Committee (ICC), if change triggers an amendment in the air quality conformity demonstration – up to 60 days
 - Public comment period – open for minimum 15 days
- Administrative Modification – COMPASS Executive Director’s approval.
 - Urban, TMA, and/or FTA Balancing Guidelines will be followed
 - Included as information item in next COMPASS Board packet, and emailed to RTAC.

Link to Public Involvement webpage: <http://www.compassidaho.org/people/publicinvolvement.htm>

Link to ICC webpage: <http://www.compassidaho.org/people/icc.htm>

Link to Glossary of Terms: <http://www.compassidaho.org/comm/glossary.htm>

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COMPASS Regional Transportation Improvement Program (TIP) Amendment Policy

Approved by COMPASS Board December 17, 2007. Amended February 25, 2008, December 20, 2010, and April 21, 2014.

Type of Amendment	Components	Action Required	Method of Public Involvement	Other Considerations
Amendment	<ul style="list-style-type: none"> • Add new project • Remove project • Shift funds across fiscal years • Extend or reduce project termini (if the change triggers an air quality conformity amendment) • Change that affects air quality conformity demonstration • Change in funding across modes (i.e. funding source changes from highway to transit or vice versa) 	Interagency Consultation Committee (ICC) Approval (if required) RTAC Recommendation Board Approval* (via action item in packet)	Amendment must be noticed if adding, removing or significantly changing the scope of the project. An amendment to the air quality conformity demonstration may be part of the notice. (Minimum fifteen day comment period.)	If a change triggers an air quality conformity amendment, proper notification of the Interagency Consultation Committee (ICC) takes 60 days. All ICC guidance will be followed in the amendment process. Urban, TMA, and/or FTA Balancing Committee Guidelines will be followed.
Administrative Modification	<ul style="list-style-type: none"> • Shift funds within the same fiscal year (results of balancing process) • Add new bridge replacement or rehabilitation project with bridge funds (safety or rehabilitation only) • Add new safety project with safety funds • Transit budgetary adjustments to balance transit programs, including carry-over of unobligated funds from previous year • Add or adjust congressionally- or federally-approved discretionary projects • Reduce termini or scope (if the change does not trigger an air quality conformity amendment) • Change in funding source or key number • Change in responsible agency with original sponsor's approval • Changes through the End-of-Year program funded by ITD, after COMPASS Board approval of priorities 	Executive Director Approval* (Reported via Executive Director's report in Board packet)	None	RTAC members will be notified of all balancing actions via email. Urban, TMA, and/or FTA Balancing Committee Guidelines will be followed.
No Action Required	<ul style="list-style-type: none"> • Spelling or grammar corrections • Add detail or clarification to the description, if the scope of the project is not affected • Change match rate, if the total is not affected by the change 	None	None	

*Staff will post amendment changes to the COMPASS website within 20 days of approval.

Link to Public Involvement webpage: <http://www.compassidaho.org/people/publicinvolvement.htm>

Link to TMA Balancing Committee webpage: <http://www.compassidaho.org/people/tmabc.htm>

Link to ICC webpage: <http://www.compassidaho.org/people/icc.htm>

Link to Glossary of Terms: <http://www.compassidaho.org/comm/glossary.htm>

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OCTOBER 2015 - STAFF ACTIVITY REPORT

PROGRAM NO.	
601	<p>UNIFIED PLANNING WORK PROGRAM DEVELOPMENT AND FEDERAL ASSURANCES</p> <p style="text-align: right;">MEGAN LARSEN</p> <ul style="list-style-type: none"> • Processed and tracked revenues and expenditures associated with Revision 3 of the FY2015 UPWP. • Tracked changes and announcements in the Federal Register and the Daily Digest. • Tracked announcements from funding resources to identify potential grants for COMPASS and member agencies.
620	<p>GROWTH AND TRANSPORTATION SYSTEM MONITORING</p> <p style="text-align: right;">CARL MILLER</p> <ul style="list-style-type: none"> • Continued tracking 2015 building permits for the Development Monitoring Report. • Provided 8 development checklists including: Boise (1401 West Idaho, Salvation Army School, Boise State Dormitories), Caldwell (Jacksons), Canyon County (Hull), Eagle (East End Marketplace), Meridian (Village Apartments), and Nampa (Canyon Creek). • Completed the 5-year interim forecasts for the <i>Communities in Motion</i> 2040 2.0 demographic dataset. • Reviewed Federal Transit Administration Safety Notice of Proposed Rulemaking and Asset Management Notice of Proposed Rulemaking.
653	<p>COMMUNICATION AND EDUCATION</p> <p style="text-align: right;">AMY LUFT</p> <ul style="list-style-type: none"> • Updated the COMPASS web site; finalized and posted new web pages to reflect new COMPASS programs and projects. • Posted 2 blogs, 19 Facebook messages and 70 Tweets. • Tracked and facilitated issues related to COMPASS and transportation in and with news media. • Issued two news releases and responded to one media request. • Continued transportation funding outreach campaign – continued social media campaign, placed funding display at the Meridian Public Library, continued work on a video on the importance of maintenance funding, arranged for January – March 2016 radio spots, wrote/posted one blog. • Prepared for meeting of Leadership in Motion award selection committee. • Posted the FY2015 COMPASS annual report. The report is available online at http://www.compassidaho.org/people/annualreports.htm. • Continued to work with VRT staff on a “Public Transportation Academy” for local elected officials. • Continued work on a cartoon “video” describing COMPASS and its role in the Treasure Valley. • Began to research and recruit speakers for the 2016 education series.

PROGRAM NO.	
661	<p data-bbox="302 130 704 159">LONG RANGE PLANNING</p> <p data-bbox="1279 163 1539 193" style="text-align: right;">LIISA ITKONEN</p> <ul data-bbox="302 205 1539 1260" style="list-style-type: none"> • Awarded the performance measure framework contract to the Economic Development Research Group (EDRG) and began work. • Sent <i>Communities in Motion 2040 2.0</i> quarterly email update. • Continued work on a “board game” depiction describing the process needed to instigate a more robust public transportation system in the Treasure Valley. The “game” is designed to help decision-makers and the public understand the complexity of the process in an easy to understand manner. • Continued the “Treasure Valley On the Go!” photo contest to generate public interest in the four components of CIM 2040 2.0: bicycle/pedestrian, freight, roadways, and public transportation. • Received ITD’s Planning Excellence Award for “Bridging Local and Regional Planning,” on October 22, 2015. • Continued work on the <i>Communities in Motion 2040 2.0</i> financial forecast. • Presented <i>Communities in Motion 2040</i> plan to the City of Boise Planning and Zoning Commission on October 5, 2015. • Installed and removed portable counters at Lewis and Clark Elementary School in Caldwell. • Attended final Lake Lowell FLAP technical advisory committee meeting on October 14, 2015. • Ran a booth at the Avimor Duathlon for outreach on COMPASS bike/pedestrian efforts on October 3, 2015. • Attended ACHD Bike Advisory Committee Meeting on October 5, 2015. • Attended Idaho Walk Bike Alliance Summit planning committee meeting on October 16, 2015. • Installed portable counters throughout the Boise Foothills on October 21, 2015. • Attended FACTS meeting and presented on mapping efforts on October 21, 2015. • Trouble shot Jamar counter issues with visiting representative and resolved the computer problems. • Began vehicle classification data collection (SHRP2 freight component).

PROGRAM NO.	
685	<p data-bbox="302 128 909 157">RESOURCE DEVELOPMENT/FUNDING</p> <p data-bbox="1295 163 1539 193" style="text-align: right;">TONI TISDALE</p> <ul data-bbox="302 205 1539 1575" style="list-style-type: none"> • Presented feasibility study for a proposed bicycle/pedestrian bridge over the Boise River to the Eagle City Council on October 13, 2015, with Project Development Program consultants. • Met with City of Boise staff to discuss the draft Pre-Concept Report for the proposed Eckert Road – Boise River Greenbelt Underpass on October 14, 2015. • Participated with the City of Kuna Downtown Revitalization Plan (CIM Implementation Grant) public open house on October 29, 2015. • Met with City of Nampa, VRT and others to discuss potential solutions and funding sources for redevelopment of the Old Mercy Hospital building. • Presented draft Pre-Concept Report for the Parma Main Street Drainage project in a workshop with the Parma City Council on October 26, 2015, with Project Development Program consultants. • Developed policy and procedure for member agencies to request additional funds for projects in the CIM Implementation Grant Program. • Prepared for and hosted the Fourth Annual Rural Prioritization meeting in Greenleaf on October 7, 2015. • Met with Valley Regional Transit staff regarding questions about ties between the TIP and the public transportation program of projects on October 9, 2015. • Met with City of Boise staff regarding final cost estimates of the city's pathway project on October 16, 2015. • Met with ACHD staff regarding questions on projects and project flexibility on October 20 and October 28, 2015. • Met with CCOA and Treasure Valley Transit staff regarding questions about the upcoming application cycle. • Presented information about funding opportunities and services, along with partnering agencies (Valley Regional Transit and Local Highway Technical Assistance Council) to the following: City Councils for Boise, Caldwell, Eagle, Kuna, Melba, Meridian, Middleton, Notus, Star, Wilder; Commission for Canyon County; Commissions for Nampa Highway District No. 1, Notus-Parma Highway District No. 2, Golden Gate Highway District No. 3, and Canyon Highway District No. 4; and staff from Capital City Development Corporation and Boise State University. • Drafted amendment language for the TIP Amendment Policy after concern was raised by the Federal Highway Administration. • Drafted language and a process for TIP Achievement, a process to show achievement of <i>Communities in Motion 2040</i> performance measures for each project in the TIP. • Prepared and processed TIP Amendments #8 and #9; and Administrative Modifications #17 and #18.

PROGRAM NO.	
701	<p style="text-align: right;">SABRINA MINSHALL</p> <p>GENERAL MEMBERSHIP SERVICES</p> <ul style="list-style-type: none"> • Participated in City of Eagle's Comprehensive Plan Review Committee. • Met with Christy Foltz-Ahlich (ACHD) and Stephanie Borders (HDR) to discuss assisting ACHD in refugee outreach on the State/Collister project. • Met with ITD District 3 staff and member agencies on the progress of US20/26 Environmental Assessment on October 5, October 13, October 15, and October 19, 2015. • Participated in the Kuna Downtown Revitalization Plan stakeholders meeting on October 8 and 27, 2015. • Participated in the City of Boise's stakeholder meeting for the Transportation Action Plan on October 26, 2015. • Attended the Kuna Downtown Revitalization Plan open house on October 29, 2015.
702	<p style="text-align: right;">AMY LUFT</p> <p>AIR QUALITY OUTREACH</p> <ul style="list-style-type: none"> • Ran six air quality public service announcements on local television stations. • Provided a status report to the Air Quality Board and Idaho Department of Environmental Quality.
703	<p style="text-align: right;">AMY LUFT</p> <p>GENERAL PUBLIC SERVICES</p> <ul style="list-style-type: none"> • Provided information to the public on demographics, development, funding, and traffic issues. • Responded to questions regarding transportation needs in Canyon County.
705	<p style="text-align: right;">MATT STOLL</p> <p>TRANSPORTATION LIAISON SERVICES</p> <ul style="list-style-type: none"> • Met with Amy Revis, ITD District III Engineer, on October 15, 2015, to coordinate efforts between COMPASS and ITD District III. • Participated in the Caldwell Chamber of Commerce Government Affairs Committee meeting on October 8, 2015. • Participated in the Boise Chamber of Commerce Transportation Committee meeting on October 22, 2015. • Participated in a Healthy Communities Summit planning meeting on October 13, 2015. • Participated in the Meridian Transportation Commission meeting on October 5, 2015. • Met with Councilmember Elaine Clegg on October 13, 2015 to coordinate on AMPO and City of Boise issues. • Attended the IT Board workshop on October 21 and Board meeting on October 22, 2015. • Met with Stephanie Borders and Cameron Waite of HDR to discuss COMPASS outreach. • Attended Meridian Road Interchange Ribbon Cutting Luncheon and Ceremony on October 29, 2015.

PROGRAM NO.	
760	<p>LEGISLATIVE SERVICES</p> <p style="text-align: right;">MATT STOLL</p> <ul 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 Moving Ahead for Progress in the 21st Century Act (MAP-21) and proposed rule-making to determine implications to COMPASS and its membership. • Participated in NARC Finance Committee meeting on October 27, 2015. • Participated in NARC Executive Committee meeting on October 28, 2015.
761	<p>GROWTH INCENTIVES</p> <p style="text-align: right;">SABRINA MINSHALL</p> <ul style="list-style-type: none"> • No significant activity this month.
801	<p>STAFF DEVELOPMENT</p> <p style="text-align: right;">MEGAN LARSEN</p> <ul style="list-style-type: none"> • Attended the Annual Conference of the Idaho Chapter of the American Planning Association in Sandpoint, ID from October 7 to October 9, 2015; Staff presented three sessions. • Attended "Introduction to Urban Travel Demand Forecasting" in Charlotte, NC from October 12 to October 16, 2015. • Attended "Tactical Urbanism" webinar hosted by the Association of Pedestrian and Bicycle Professionals on October 21, 2015. • Attended "NextDoor" social media training conducted by the Meridian Police Department on October 28, 2015. • Presented "Your Long-Range Transportation Plan is Not a Paperweight" at the Association of Metropolitan Planning Association Conference in Las Vegas, Nevada on October 20-23, 2015. • Attended Idaho Employment Law Seminar in Boise on October 21, 2015.
820	<p>COMMITTEE SUPPORT</p> <p style="text-align: right;">MEGAN LARSEN</p> <ul style="list-style-type: none"> • Provided staff support to the COMPASS Board of Directors and standing committees.
836	<p>REGIONAL TRAVEL DEMAND MODEL</p> <p style="text-align: right;">MARYANN WALDINGER</p> <ul style="list-style-type: none"> • Continued to provide additional assistance to ACHD on their Capital Improvement Plan update. • Provided additional analysis for Boise City and ACHD on the proposed East Columbia area. • Posted up to date traffic counts and map on the COMPASS website. • Completed area of influence model runs for two proposed developments. • Made progress on regional travel demand model development, calibration and validation documentation.
838	<p>ON-BOARD TRANSIT and HOUSEHOLD TRAVEL SURVEY</p> <p style="text-align: right;">MARYANN WALDINGER</p> <ul style="list-style-type: none"> • Trained surveyors on process, questions and use of technology. • Began pre-test of survey instrument and technology on select bus routes.
842	<p>CONGESTION MANAGEMENT SYSTEM PROCESS</p> <p style="text-align: right;">MARYANN WALDINGER</p> <ul style="list-style-type: none"> • Continued developing data and analysis for the annual congestion management report. • Finalizing Congestion Management Process overview.

PROGRAM NO.	
860	<p data-bbox="302 128 1170 159">GEOGRAPHIC INFORMATION SYSTEM MAINTENANCE</p> <p data-bbox="1263 163 1539 195">ERIC ADOLFSON</p> <ul data-bbox="321 201 1471 441" style="list-style-type: none"> • Maintained and created regional geographic data layers. • Created map documents for member agencies and the public. • Provided technical support for a variety of COMPASS processes. • Created tools and methodologies to support COMPASS UPWP projects. • Met with Ada County Assessor's office to discuss preliminary plats dataset. • Added performance measure tracking capability to TIP database. • Completed evaluations of potential dashboard software platforms.
861	<p data-bbox="302 451 854 483">REGIONAL ORTHOPHOTOGRAPHY</p> <p data-bbox="1263 487 1539 518">ERIC ADOLFSON</p> <ul data-bbox="321 525 1419 556" style="list-style-type: none"> • Began work on the RFP/RFQ for the regional orthophotography project.
991	<p data-bbox="302 564 753 596">SUPPORT SERVICES LABOR</p> <p data-bbox="1276 600 1539 632">MEGAN LARSEN</p> <ul data-bbox="321 638 1520 703" style="list-style-type: none"> • Provided general accounting, human resources, and administrative support to the agency.

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NOVEMBER 2015 - STAFF ACTIVITY REPORT

PROGRAM NO.	
601	<p data-bbox="300 163 1414 226">UNIFIED PLANNING WORK PROGRAM DEVELOPMENT AND FEDERAL ASSURANCES</p> <p data-bbox="1274 237 1539 264" style="text-align: right;">MEGAN LARSEN</p> <ul data-bbox="321 275 1539 548" style="list-style-type: none"> • Prepared Revision 1 of the FY2016 UPWP for presentation to the Finance Committee. • Processed and tracked revenues and expenditures associated with the FY2016 UPWP. • Tracked changes and announcements in the Federal Register and the Daily Digest. • Tracked announcements from funding resources to identify potential grants for COMPASS and member agencies.
620	<p data-bbox="300 556 1227 583">GROWTH AND TRANSPORTATION SYSTEM MONITORING</p> <p data-bbox="1308 594 1531 621" style="text-align: right;">CARL MILLER</p> <ul data-bbox="321 632 1539 1045" style="list-style-type: none"> • Continued tracking 2015 building permits for the Development Monitoring Report. • Provided 7 development checklists including: Ada County (Ada County Research Park), Boise (Boise State Housing Rezone, Fallingbrook), Meridian (Settler's Square, Ten Mile Interchange Annexation), Nampa (Franklin Dental Office), and Star (Moon Valley). • Submitted comments on the Federal Transit Administration Asset Management Notice of Proposed Rulemaking. • Reviewed options for developing crowdsourced data to support the congestion management process. • Received 2015 employment data from the Department of Labor and began geocoding and analysis.
653	<p data-bbox="300 1054 886 1081">COMMUNICATION AND EDUCATION</p> <p data-bbox="1370 1092 1539 1119" style="text-align: right;">AMY LUFT</p> <ul data-bbox="321 1129 1539 1856" style="list-style-type: none"> • Updated the COMPASS web site. • Posted 1 blog, 16 Facebook messages, and 77 Tweets. • Tracked and facilitated issues related to COMPASS and transportation in and with news media. • Facilitated one media interview. • Continued transportation funding outreach campaign – continued social media campaign, placed funding display at the Meridian Public Library (Cherry Lane), continued work on a video on the importance of maintenance funding, arranged for January – March 2016 radio spots, wrote/posted one blog. • Hosted the Leadership in Motion award selection committee; began preparations for presentation of Leadership in Motion awards. • Continued to work with VRT staff on a "Public Transportation Academy" for local elected officials. • Continued work on a cartoon "video" describing COMPASS and its role in the Treasure Valley. • Continued to research and recruit speakers for the 2016 education series. Secured Oklahoma City Mayor Mick Cornett for presentations on local option sales tax on February 4 and 5, 2016. • Developed and sent a survey to COMPASS Board and committee members on ways to improve/update the "Keeping Up With COMPASS" newsletter. • Began preparations for COMPASS 101 training, to be held February 2, 2016.

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 1425 233">• Attended ACHD Bike Advisory Committee Meeting on November 2, 2015. <li data-bbox="302 237 1503 302">• Met with ACHD staff regarding aligning financial forecasts and assumptions on November 3, 2015. <li data-bbox="302 306 1531 371">• Met with ACHD and City of Eagle staff regarding long range transportation planning for the city of Eagle comprehensive plan update on November 4, 2015. <li data-bbox="302 375 1458 441">• Attended Idaho Walk Bike Alliance Summit planning committee meeting on November 9, 2015. <li data-bbox="302 445 1481 510">• Hosted the Performance Measure Framework Workgroup kick-off meeting on November 10, 2015. <li data-bbox="302 514 1466 579">• Attended Nampa Bicycle and Pedestrian Advisory Committee and presented results on the Wilson Pathway counter on November 12, 2015. <li data-bbox="302 583 1507 648">• Received Idaho Smart Growth's Grow Smart Award for <i>Communities in Motion 2040</i> on November 12, 2015. <li data-bbox="302 653 1442 684">• Continued work on the <i>Communities in Motion 2040 2.0</i> financial forecast. <li data-bbox="302 688 1481 795">• Continued the "Treasure Valley On the Go!" photo contest to generate public interest in the four components of CIM 2040 2.0: bicycle/pedestrian, freight, roadways, and public transportation. <li data-bbox="302 800 1463 831">• Completed vehicle classification data collection (SHRP2 freight component). <li data-bbox="302 835 1531 900">• Completed bicycle/pedestrian study on Lewis and Clark Elementary, interviewed by the Press Tribune on November 5, 2015, published November 16, 2015. <li data-bbox="302 905 1365 936">• Hosted the Active Transportation Workgroup on November 17, 2015. <li data-bbox="302 940 1515 1047">• Attended the Caldwell Pathways and Bike Routes Committee and presented existing and proposed pathway maps for the update of their bicycle/pedestrian master plan on November 17, 2015. <li data-bbox="302 1052 1073 1083">• Attended FACTS meeting on November 18, 2015. <li data-bbox="302 1087 1263 1119">• Hosted the APBP webinar on 'Bike Boxes' November 18, 2015. <li data-bbox="302 1123 1503 1188">• Participated in Boise Circulator Steering Committee meeting on November 20, 2015. <li data-bbox="302 1192 1227 1224">• Uninstalled Boise Foothills counters on November 23, 2015.

PROGRAM NO.	
685	<p data-bbox="302 128 909 163">RESOURCE DEVELOPMENT/FUNDING</p> <p data-bbox="1295 163 1539 199" style="text-align: right;">TONI TISDALE</p> <ul data-bbox="302 199 1539 1297" style="list-style-type: none"> • Met with consultants and City of Boise, Ada County, and ACHD staff to discuss the Pre-Concept Report for the proposed Eckert Road – Boise River Greenbelt Underpass on November 3, 2015. • Prepared for and hosted the Surface Transportation Program - Urban and FTA Balancing meetings on November 5, 2015. • Met with City of Meridian and Idaho Department of Environmental Quality to discuss potential brownfield grant opportunities on November 12, 2015. • Worked with member agencies to finalize transportation applications, which were due November 13, 2015, and extended the deadline to December 3, 2015. • Met with ITD staff to discuss scope and data sharing for Eagle Road and Chinden pedestrian environment projects under the Project Development Program on November 16, 2015. • Presented information about pathway funding to the Foundation for Ada-Canyon Trails Systems (FACTS) on November 18, 2015. • Met with ITD staff on November 19, 2015, regarding their Project Scheduling System (PSS) to learn how ITD's system could assist in COMPASS reporting in the future. • Met with cities of Boise and Meridian, ITD, and ACHD on November 23, 2015, to develop the scope for the Eagle Road pedestrian environment project under the Project Development Program. • Presented information about funding opportunities and services, along with partnering agencies (Valley Regional Transit and Local Highway Technical Assistance Council) to the city councils of Garden City, Greenleaf, Nampa, and Parma. • Continued to work on drafted amendment language for the TIP Amendment Policy after concern was raised by the Federal Highway Administration. • Continued work on the process for TIP Achievement, a process to show achievement of <i>Communities in Motion 2040</i> performance measures for each project in the TIP. • Prepared and processed TIP Amendment #10 and Administrative Modification #19.
701	<p data-bbox="302 1297 860 1333">GENERAL MEMBERSHIP SERVICES</p> <p data-bbox="1198 1333 1539 1369" style="text-align: right;">SABRINA MINSHALL</p> <ul data-bbox="302 1369 1539 1965" style="list-style-type: none"> • Participated in the Kuna Downtown Revitalization Plan stakeholders meeting on November 5, 2015. • Reviewed ITD's Transportation Alternatives Program manual and provided comments relevant to MPO involvement in the statewide process. • Attended the steering committee meeting for the Downtown Boise Circulator Study. • Completed Kuna Buildout to determine household holding capacity in proposed Kuna planning area at their request. • Met with the Boise Planning and Zoning Commission on November 9, 2015 to review CIM and COMPASS efforts. • Provided demographic data to the Capital City Development Corporation to support the Brownfield Assessment Grant. • Provided demographic data to the City of Boise to support the River Street Neighborhood Plan. • Met with ITD District 3 on November 25, 2015 regarding two Interchange Modification Reports: Eisenman Interchange and Karcher Interchange. Provided written comment.

PROGRAM NO.	
702	<p>AIR QUALITY OUTREACH</p> <p style="text-align: right;">AMY LUFT</p> <ul style="list-style-type: none"> • Ran four air quality public service announcements on local television stations. • Provided a status report to the Air Quality Board and Idaho Department of Environmental Quality.
703	<p>GENERAL PUBLIC SERVICES</p> <p style="text-align: right;">AMY LUFT</p> <ul style="list-style-type: none"> • Provided information to the public on demographics, development, funding, and traffic issues. • Responded to questions regarding COMPASS' bicycle/pedestrian counters.
705	<p>TRANSPORTATION LIAISON SERVICES</p> <p style="text-align: right;">MATT STOLL</p> <ul style="list-style-type: none"> • Met with Mayor Darin Taylor on November 2, 2015 regarding COMPASS, the City of Middleton and the region's transportation needs. • Met with District Engineer Amy Revis on November 6, 2015 to coordinate efforts between ITD District 3 and COMPASS. • Participated in the Meridian Transportation Commission meeting on November 9, 2015. • Met with Councilmember Elaine Clegg on November 10, 2015 to coordinate on AMPO and City of Boise issues. • Met with Deputy Director David Wallace on November 12, 2015 to coordinated ACHD and COMPASS efforts. • Participated in the Caldwell Chamber of Commerce Government Affairs Committee meeting on November 12, 2015. • Participated in the Idaho APA Board meeting on November 12, 2015. • Met with ACHD staff on November 13, 2015, to coordinate efforts between COMPASS and ACHD. • Met with Executive Director Kelli Fairless on November 17, 2015 to coordinated effort between VRT and COMPASS. • Presented to Leadership Boise on long range planning on November 18, 2015. • Attended the IT Board meeting on November 18, 2015. • Participated in the Boise Chamber of Commerce Transportation Committee meeting on November 19, 2015.
760	<p>LEGISLATIVE SERVICES</p> <p style="text-align: right;">MATT STOLL</p> <ul 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 Moving Ahead for Progress in the 21st Century Act (MAP-21) and proposed rule-making to determine implications to COMPASS and its membership. • Tracked and advocated COMPASS positions with trade associations and Idaho Congressional delegation in the development and passage of <i>Fixing America's Surface Transportation (FAST) Act</i>. • Participated in the hiring process of NARC's new Executive Director. • Participated in NARC Dues Committee conference call on November 23, 2015.
761	<p>GROWTH INCENTIVES</p> <p style="text-align: right;">SABRINA MINSHALL</p> <ul style="list-style-type: none"> • No significant activity this month.

PROGRAM NO.	
801	<p>STAFF DEVELOPMENT</p> <p style="text-align: right;">MEGAN LARSEN</p> <ul style="list-style-type: none"> • Attended "National Performance Management Research Data Set" webinar on November 3, 2015. • Attended "Leading Productive Meetings" online course offered through Lynda.com on November 16, 2015. • Attended "International Urban Freight Conference Presentation – Warehouse Locations and Community Impacts" webinar hosted by U.S. Department of Transportation on November 18, 2015. • Attended "Road Transport Automation and Transportation Planning" webinar hosted by U.S. Department of Transportation on November 19, 2015.
820	<p>COMMITTEE SUPPORT</p> <p style="text-align: right;">MEGAN LARSEN</p> <ul style="list-style-type: none"> • Provided staff support to the COMPASS Board of Directors and standing committees.
836	<p>REGIONAL TRAVEL DEMAND MODEL</p> <p style="text-align: right;">MARYANN WALDINGER</p> <ul style="list-style-type: none"> • Continued to provide additional assistance to ACHD on their Capital Improvement Plan update. • Completed area of influence model runs for four proposed developments. • Continued to make progress on regional travel demand model development, calibration and validation documentation.
838	<p>ON-BOARD TRANSIT and HOUSEHOLD TRAVEL SURVEY</p> <p style="text-align: right;">MARYANN WALDINGER</p> <ul style="list-style-type: none"> • Collected boarding and alighting counts and surveyed riders on most routes. Data collection will be complete mid-December.
842	<p>CONGESTION MANAGEMENT SYSTEM PROCESS</p> <p style="text-align: right;">MARYANN WALDINGER</p> <ul style="list-style-type: none"> • Completed the 2015 Annual Report which is available on the COMPASS website. • Started collecting new ideal travel time data on corridors that will reflect the numerous transportation system changes that have occurred over the past several years.
860	<p>GEOGRAPHIC INFORMATION SYSTEM MAINTENANCE</p> <p style="text-align: right;">ERIC ADOLFSON</p> <ul style="list-style-type: none"> • Maintained and created regional geographic data layers. • Created map documents for member agencies and the public. • Provided technical support for a variety of COMPASS processes. • Created tools and methodologies to support COMPASS UPWP projects. • Built database to store and track bicycle and pedestrian counts. • Update of Preliminary Plat data for COMPASS planning area. • Update of Performance Measure data complete.
861	<p>REGIONAL ORTHOPHOTOGRAPHY</p> <p style="text-align: right;">ERIC ADOLFSON</p> <ul style="list-style-type: none"> • Posted the RFP/RFO for the regional orthophotography project.
991	<p>SUPPORT SERVICES LABOR</p> <p style="text-align: right;">MEGAN LARSEN</p> <ul style="list-style-type: none"> • Provided general accounting, human resources, and administrative support to the agency. • Issued a request for cost estimates for general COMPASS website support and addition of a mobile-friendly version of the COMPASS website.

COMPASS BOARD AGENDA ITEM VIII-B

Date: DECEMBER 21, 2015

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 seven days with air quality levels in the moderate category in the Treasure Valley during the month of November 2015.

- Three days in the moderate category were attributable to fine particulate matter (PM_{2.5}) recorded in Ada and Canyon County.
- Two days in the moderate category were attributable to fine particulate matter (PM_{2.5}) recorded in Ada County.
- Two 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, 2006.

	Good	Moderate	Unhealthy to Hazardous	Total
2006	273	91	1	365
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	258	58	18	334

Notes: 2008 was a Leap Year hence the extra day. In 2007, one day of data is missing for the month of May.

Air Quality Categories:

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

Implication (policy and/or financial):

None.

More Information:

- 1) For more information contact: MaryAnn Waldinger, Principal Planner, at 475-2242 or 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

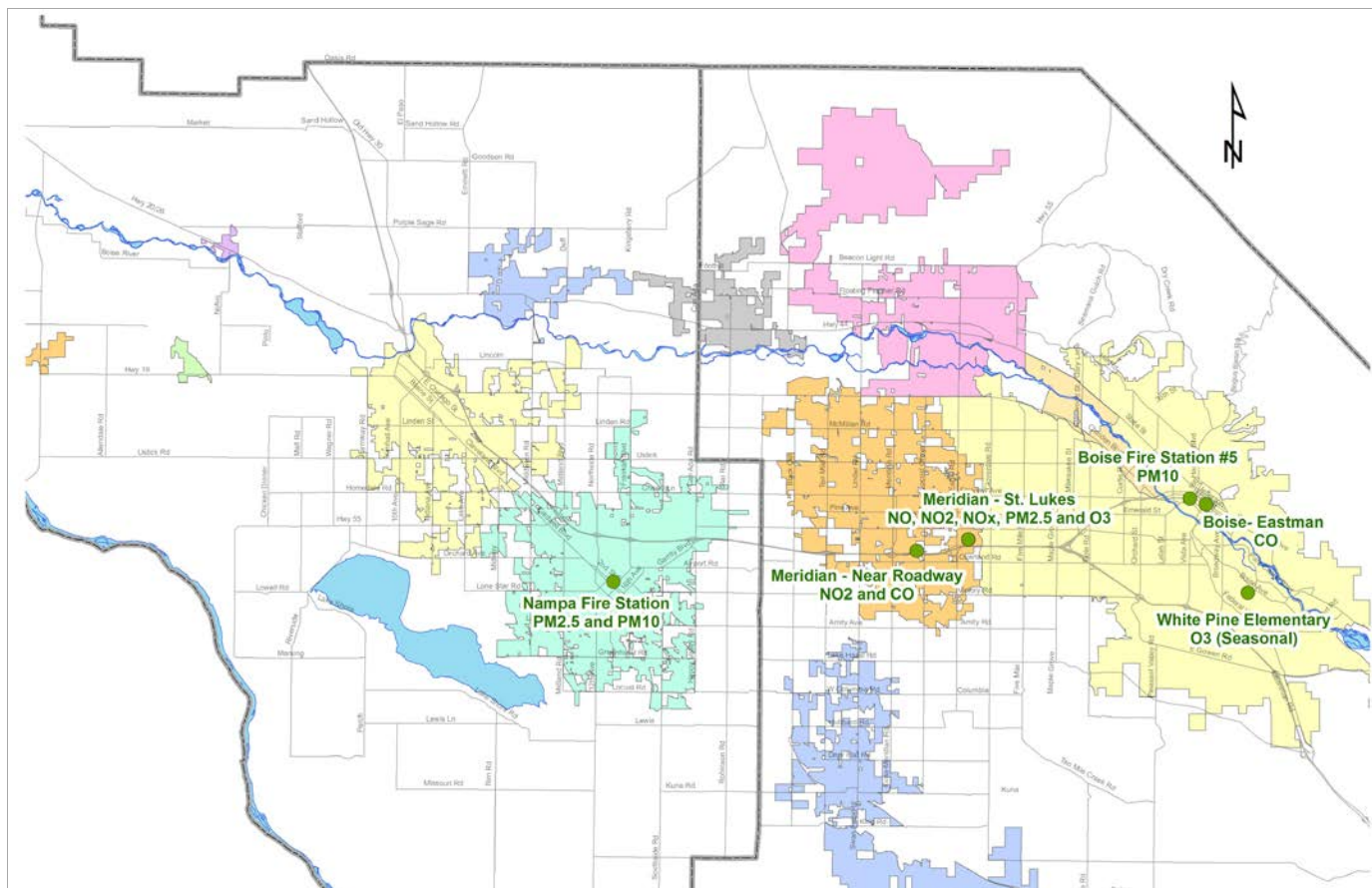


Figure 1: Map of air quality monitoring locations, Ada and Canyon County

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.

Memorandum

To: Matt Stoll, Executive Director
From: Jessica Wilson, Data Analyst *JW*
Date: October 29, 2015
Re: **Request for Approval of Administrative Modification #17 for the FY2015-2019 Regional Transportation Improvement Program and Administrative Modification #1 for the FY2016-2020 Regional Transportation Improvement Program**

ACTION REQUESTED:

Approval of Administrative Modification #17 for the FY2015-2019 Regional Transportation Improvement Program and Administrative Modification #1 for the FY2016-2020 Regional Transportation Improvement Program (TIP).

BACKGROUND:

Modifications are requested by ITD staff to carry-over FY2015 FTA 5303 - Consolidated Planning Grant (CPG) funds and convert temporary key numbers to permanent key numbers.

STATUS:

Per ITD Staff:

- **Planning, Metropolitan Planning Funds, COMPASS (13495)** – Carry-over of FY2015 FTA 5303 - Consolidated Planning Grant (CPG) funds. Two transfers of \$48,377, totaling \$96,754.

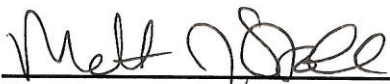
Per COMPASS review:

- **Old Highway 30, Plymouth Street Bridge, Caldwell (13494) STP-U** - Decrease preliminary engineering by \$5,000, funds were advanced and obligated in FY2015 through the end-of-year program. This action is reflected in Administrative Modification #16 in the FY2015-2019 TIP.

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 #17 and #1, as provided in this memorandum and detailed on Attachment 1, are approved as of October 29, 2015.



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

Attachment (1)

pc: 685.03

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Administrative Modification #17 FY2015-2019 Regional Transportation Improvement Program
and

Administrative Modification #1 FY2016-2020 Regional Transportation Improvement Program

Per ITD Staff, September 21, 2015

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
13495 (CPA2)	Planning, Metropolitan Planning Funds, COMPASS	2015		291 193					291 193
	Funding Source: FTA 5303	2016		291 388					291 388
	Metropolitan planning organization (MPO) planning funds from the Federal Highway Administration and Federal Transit Administration. These projects tie to ITD key numbers 19144, 13495, 13496, 13963, 19071, and ORN19416.	2017			291				291
		2018			291				291
		2019			291				291
		PD							0
		SUM	0	1455	0	0	0	0	1455
	Carry-over of FY2015 Consolidated Planning Grant (CPG) funds. Two transfers of \$48,377, totaling \$96,754.								

Per COMASS Review, October 29, 2015

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
13494	Old Highway 30, Plymouth Street Bridge, Caldwell	2016							0
	Funding Source: STP-U	2017							0
	Replace the Plymouth Street bridge with a new two-lane structure. The existing bridge will remain in place for use as a bicycle and pedestrian bridge.	2018							0
		2019	5 0	435					440 435
		2020			171				171
		PD					284	1416	1700
		SUM	5 0	435	171	0	284	1416	2311 2306
Decrease PE by \$5,000, funds were advanced and obligated in FY2015 through the end-of-year program. This action is reflected in Administrative Modification #16 in the FY2015-2019 TIP.									
13494	Old Highway 30, Plymouth Street Bridge, Caldwell	2016							0
	Funding Source: Bridge (Local)	2017			149				0
	Same as above.	2018							149
		2019							0
		2020							0
		PD					830	5539	6369
		SUM	0	0	149	0	830	5539	6518
No changes.									

PE = Preliminary Engineering

PEC = Preliminary Engineering Consultant

RW = Right-of-Way

UT = Utilities

CE = Construction Engineering

CN = Construction

FY = Fiscal Year

KN = Key Number

FTA = Federal Transit Administration

STP-U = Surface Transportation Program - Urban

Temporary to Permanent Key Number Conversions

Temporary Key Number	Permanent Key Number	Project
ORN19309	19589	I-84, US 20/26 (Franklin Road) in Caldwell to Karcher Road in Nampa
ORN19312	19572	SH-55 (Eagle Road) and SH-44 (State Street), CFI Intersection, Eagle
ORN19362	19407	US-95, Wilder to Parma, Seal Coat, Canyon County
ORN19363	19709	SH-44, I-84 near Caldwell to Junction SH-55 North in Eagle, Seal Coat
ORN19364	19332	US 20/26, Parma Junction to I-84, Seal Coat, Canyon County
ORN19416	19258	Planning, Metropolitan Planning Funds, COMPASS
ORN19437	19521	Rideshare, ACHD, FY2020
ORN19438	19389	Planning, COMPASS, FY2020
ORN19446	19415	US 20/26 Intersection Improvements, Canyon County
ORN19447	19465	Capital Maintenance, ACHD - FY2022
ORN19450	19763	Capital Maintenance, Alternative Transportation Set-Aside, Boise - FY2022
ORN19454	19712	Studies and Special Projects Set-Aside - FY2020
ORN19455	19303	Studies and Special Projects Set-Aside - FY2021
ORN19456	19571	Studies and Special Projects Set-Aside - FY2022
ORN19550	19600	SH-45 (12th Avenue), 10th Street South to 12th Street South, Nampa
ORN19551	19387	Overland Road and Vista Avenue Lighting, ACHD
ORN19552	19396	SH-45 (12th Avenue), Sherman Avenue to Dewey Avenue, Nampa
ORN19553	19685	Cole Road, West Spectrum Street to South Century Way, Medians, ACHD
ORN19608	19602	I-84, SH-44 to Sand Hollow Interchange, Canyon County
ORN19610	19727	US 20/26, Myrtle, Front, Broadway Resurfacing, Boise
ORN19613	19414	SH-55, Pride Lane in Canyon County to Middleton Road in Nampa
ORN19614	19412	US 20/26, Middleton Road in Middleton to Locust Grove Road in Meridian
ORN19616	19254	US-95, Parma Junction to I-84 in Payette County, Seal Coat
ORN19618	19289	I-84, Five Mile Road to Orchard Road, Boise
ORN19619	19696	I-84, Farmers Sebree Canal (near Parma Exit) to Franklin Road, Caldwell
ORN19648	19417	SH-16 and Beacon Light Road Intersection Improvements, Ada County
ORN19649	19461	Academy Road Railroad Crossing, Greenleaf
ORN19657	19451	I-84, Karcher Interchange to Franklin Boulevard Interchange, Nampa
ORN19682	19627	SH-19, Roedel Avenue Railroad Crossing, Caldwell
ORN19457	19691	Transit - Community Link, Boise
ORN19458	19576	Transit - Community Link, Nampa
ORN19459	19398	Transit - Demand Response, Nampa
ORN19460	19504	Transit - Mobility Management Coordinated Marketing, VRT
ORN19461	19375	Transit - Commuteride Replacement Vans, ACHD

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Memorandum

To: Matt Stoll, Executive Director
From: Jessica Wilson, Data Analyst *mw*
Date: October 29, 2015
Re: **Request for Approval of Administrative Modification #18 for the FY2015-2019 Regional Transportation Improvement Program**

ACTION REQUESTED:

Approval of Administrative Modification #18 for the FY2015-2019 Regional Transportation Improvement Program (TIP).

BACKGROUND:

Modifications are requested by COMPASS staff. These changes include carryover amounts, per review of changes for the FY2016-2020 update, which allow for first quarter obligations.

STATUS:

Per review of changes for the FY2016-2020 update (Carry over actions processed in the FY2016-2020 TIP, but not in the FY2015-2019 TIP):

- **Transit – Boise State University Maintenance Facility - FY2008 (11350)** – Carry-over to FY2016 from FY2015, \$108,000 in construction.
- **Transit - Capital Vehicle Purchase, VRT, Nampa - FY2015 (12364)** – Carry-over to FY2016 from FY2015, \$970,000 in construction.
- **Transit - Capital Enhancements, Boise - FY2013 (12754)** – Carry-over to FY2016 from FY2015, \$40,000 in construction.
- **Transit - Capital Lease or Purchase and Maintenance, Nampa - FY2014 (12779)** – Carry-over to FY2016 from FY2015, \$21,000 in construction.
- **Transit - Acquisition of Service Eagle and Meridian, Boise (12802)** – Carry-over to FY2016 from FY2015, \$261,000 in construction.
- **Transit - Boise State University Replacement Shuttles, Boise - FY2015 (13223)** – Carry-over to FY2016 from FY2015, \$83,000 in construction.
- **Transit - Valley Regional Transit Technology, Boise - FY2014 (13226)** – Carry-over to FY2016 from FY2015, \$150,000 in construction.
- **Capital Maintenance, VRT, Boise - FY2014 (13480)** – Carry-over to FY2016 from FY2015, \$1,064,000 in construction.
- **Capital Maintenance, VRT, Boise - FY2015 (13510)** – Carry-over to FY2016 from FY2015, \$600,000 in construction.
- **Transit - Capital Lease or Purchase and Maintenance, Boise - FY2013 (13827)** – Carry-over to FY2016 from FY2015, \$324,000 in construction.
- **Transit -Technology Implementation, VRT - FY2013 (13830)** – Carry-over to FY2016 from FY2015, \$100,000 in construction.
- **Transit - Capital Lease or Purchase and Maintenance, Nampa - FY2013 (13831)** – Carry-over to FY2016 from FY2015, \$27,000 in construction.
- **Transit - Capital Lease or Purchase and Maintenance, Boise - FY2014 (14221)** – Carry-over to FY2016 from FY2015, \$193,000 in construction.

- **Transit - Purchase of Service Administration and Implementation, Boise - FY2014 (14245)** – Carry-over to FY2016 from FY2015, \$286,000 in construction.
- **Transit - Bike/Pedestrian Improvements, Nampa - FY2014 (14261)** – Carry-over to FY2016 from FY2015, \$186,000 in construction.
- **Planning, Transit, VRT, Boise (18677)** – Carry-over to FY2016 from FY2015, \$2,137,000 in construction.
- **Transit – Capital, Safety and Security, Nampa (18685)** – Carry-over to FY2016 from FY2015, \$150,000 in construction.
- **Rideshare, Commuteride Replacement Vans, ACHD (18700)** – Carry-over to FY2016 from FY2015, \$308,000 in construction.
- **Pedestrian Improvements, College of Western Idaho, Nampa (18718)** – Carry-over to FY2016 from FY2015, \$176,000 in construction.
- **Transit - Demand Response Operations, Nampa (18762)** – Carry-over to FY2016 from FY2015, \$35,000 in construction.
- **Transit - Associated Capital Enhancements, Nampa (18781)** – Carry-over to FY2016 from FY2015, \$200,000 in construction.
- **Transit - Demand Response Operations, Boise (18785)** – Carry-over to FY2016 from FY2015, \$458,000 in construction.
- **Transit - Fixed Line Operations, Nampa (18786)** – Carry-over to FY2016 from FY2015, \$976,000 in construction.
- **Transit - Associated Capital Enhancements, Boise (18788)** – Carry-over to FY2016 from FY2015, \$955,000 in construction.
- **Planning, Transit, VRT, Nampa (18805)** – Carry-over to FY2016 from FY2015, \$161,000 in preliminary engineering consultant.
- **Transit - Mobility Management Implementation, Nampa (18842)** – Carry-over to FY2016 from FY2015, \$185,000 in construction.
- **Transit - Mobility Management Implementation, Boise (18854)** – Carry-over to FY2016 from FY2015, \$527,000 in construction.
- **Transit - Acquisition of Service, Kuna and Star (18855)** – Carry-over to FY2016 from FY2015, \$39,000 in construction.
- **Transit - Technology, VRT, Boise (18884)** – Carry-over to FY2016 from FY2015, \$100,000 in construction.
- **Transit - Accessible Vehicles, Vehicle Sharing Pool, Boise (18893)** – Carry-over to FY2016 from FY2015 and change funding category from construction engineering to construction, \$120,000 in construction.
- **Transit - Associated Capital Improvements, Nampa (18911)** – Carry-over to FY2016 from FY2015, \$540,000 in construction.
- **Transit - Preventive Maintenance, Nampa (18914)** – Carry-over to FY2016 from FY2015, \$245,000 in construction.
- **Transit - Vehicle Maintenance, Kuna Senior Center, Boise (18920)** – Carry-over to FY2016 from FY2015, \$5,000 in construction.
- **Pedestrian Improvements, Near Nampa High, Nampa (18977)** – Carry-over to FY2016 from FY2015, \$424,000 in construction.
- **Transit - Acquisition of Service Demand Response, Nampa (18989)** - Carry-over to FY2016 from FY2015, \$183,000 in construction.
- **Transit - Fixed Line, Nampa (19023)** - Carry-over to FY2016 from FY2015, \$234,000 in construction.
- **Transit - Fixed Line, Boise (19041)** - Carry-over to FY2016 from FY2015, \$662,000 in construction.
- **Rideshare, Commuteride Replacement Vans, ACHD (19042)** - Carry-over to FY2016 from FY2015, \$568,000 in construction.

- **Pedestrian Improvements, Near Skyview High, Nampa (19069)** - Carry-over to FY2016 from FY2015, \$63,000 in construction.
- **Transit - Associated Capital Improvements, Boise (19081)** - Carry-over to FY2016 from FY2015, \$335,000 in construction.
- **Transit - Rideshare Platform, VRT/ACHD (19173)** - Carry-over to FY2016 from FY2015, \$60,000 in construction.
- **Transit - Capital Lease or Purchase and Maintenance, Boise (19122)** - Carry-over to FY2016 from FY2015, \$332,000 in construction.
- **Transit - Capital, Safety and Security, Boise (19131)** - Carry-over to FY2016 from FY2015, \$44,000 in construction.
- **Transit - Preventive Maintenance, Boise (19137)** - Carry-over to FY2016 from FY2015, \$1,875,000 in construction

Details of these changes are provided in Attachment 1.

Approval:

All changes for Administrative Modification #18, as provided in this memorandum and detailed on Attachment 1, are approved as of October 29, 2015.



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

Attachment (1)

pc: 685.03

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Administrative Modification #18
 FY2015-2019 Regional Transportation Improvement Program
 Per Staff Review of Changes for the FY2016-2020 Update, October 21, 2015

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
11350	Transit - Boise State University Maintenance Facility - FY2008	2015						108	108
								0	0
	Funding Source: FTA 5307 LU	2016						0	0
								108	108
	Provides for a bus maintenance facility, park and ride lot, bus storage, and bus wash near the Boise State University campus. (Federal = \$86,000)	2017							0
		2018							0
		2019							0
	PD							0	
	SUM		0	0	0	0	0	108	108
Carry-over to FY2016 from FY2015 as approved in the FY2016-2020 TIP.									
12364	Transit - Capital Vehicle Purchase, VRT, Nampa - FY2015	2015						970	970
								0	0
	Funding Source: FTA 5307 SU	2016						0	0
								970	970
	Provide up to six replacement vehicles for the fixed line intercounty service in the Nampa Urbanized Area. Project includes technical items, such as electronic fare boxes. (Federal = \$899,000)	2017							0
		2018							0
		2019							0
	PD							0	
	SUM		0	0	0	0	0	970	970
Carry-over to FY2016 from FY2015 as approved in the FY2016-2020 TIP.									
12754	Transit - Capital Enhancements, Boise - FY2013	2015						40	40
								0	0
	Funding Source: FTA 5307 LU	2016						0	0
								40	40
	Provide enhancements including shelters, benches, lighting, landing pads, waste disposal, bicycle racks, or information posting in the Boise Urbanized Area. (Federal = \$32,000)	2017							0
		2018							0
		2019							0
	PD							0	
	SUM		0	0	0	0	0	40	40
Carry-over to FY2016 from FY2015 as approved in the FY2016-2020 TIP.									
12779	Transit - Capital Lease or Purchase and Maintenance, Nampa - FY2014	2015						21	21
								0	0
	Funding Source: FTA 5307 SU	2016						0	0
								21	21
	Provide vehicle lease or purchase for fixed line, demand response, and support activities and associated equipment and maintenance in the Nampa Urbanized Area. (Federal = \$17,000)	2017							0
		2018							0
		2019							0
	PD							0	
	SUM		0	0	0	0	0	21	21
Carry-over to FY2016 from FY2015 as approved in the FY2016-2020 TIP.									

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
12802	Transit - Acquisition of Service Eagle and Meridian, Boise	2015						261	261
	Funding Source: FTA 5310 LU	2016						0	0
	Provide administration and implementation of acquisition of service in the cities of Eagle and Meridian for service in the Boise Urbanized Area. (Federal = \$209,000)	2017						0	0
		2018						0	0
		2019						0	0
		PD						0	0
		SUM	0	0	0	0	0	261	261
	Carry-over to FY2016 from FY2015 as approved in the FY2016-2020 TIP.								
13223	Transit - Boise State University Replacement Shuttles, Boise - FY2015	2015						83	83
	Funding Source: FTA 5339 LU	2016						0	0
	Purchase replacement shuttles for Boise State University. (Federal = \$69,000)	2017						0	0
		2018						0	0
		2019						0	0
		PD						0	0
		SUM	0	0	0	0	0	83	83
	Carry-over to FY2016 from FY2015 as approved in the FY2016-2020 TIP.								
13226	Transit - Valley Regional Transit Technology, Boise - FY2014	2015						150	150
	Funding Source: FTA 5339 LU	2016						0	0
	Purchase equipment to implement Valley Regional Transit's Technology Plan in the Boise Urbanized Area. (Federal = \$120,000)	2017						0	0
		2018						0	0
		2019						0	0
		PD						0	0
		SUM	0	0	0	0	0	150	150
	Carry-over to FY2016 from FY2015 as approved in the FY2016-2020 TIP.								
13480	Capital Maintenance, VRT, Boise - FY2014	2015						1064	1064
	Funding Source: FTA 5307 LU	2016						0	0
	For replacement transit bus or replacement transit facility in FY2014 in the Boise Urbanized Area. Project originally funded with STP-TMA funds, which were transferred to FTA. (Federal = \$986,000)	2017						0	0
		2018						0	0
		2019						0	0
		PD						0	0
		SUM	0	0	0	0	0	1064	1064
	Carry-over to FY2016 from FY2015 as approved in the FY2016-2020 TIP.								

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
13510	Capital Maintenance, VRT, Boise - FY2015	2015						600	600
	Funding Source: STP-TMA FTA 5307 LU	2016						0	0
	For replacement transit bus or replacement transit facility in FY2015. (Federal = \$556,000) Carry-over to FY2016 from FY2015 as approved in the FY2016-2020 TIP.	2017						0	0
		2018						0	0
		2019						0	0
		PD						0	0
		SUM	0	0	0	0	0	600	600
13827	Transit - Capital Lease or Purchase and Maintenance, Boise - FY2013	2015						324	324
	Funding Source: FTA 5339 LU	2016						0	0
	Provide vehicle lease or purchase for fixed line, demand response, and support activities and associated equipment and maintenance in the Boise Urbanized Area. (Federal = \$259,000) Carry-over to FY2016 from FY2015 as approved in the FY2016-2020 TIP.	2017						324	324
		2018						0	0
		2019						0	0
		PD						0	0
		SUM	0	0	0	0	0	324	324
13830	Transit -Technology Implementation, VRT - FY2013	2015						100	100
	Funding Source: FTA 5339 LU	2016						0	0
	This project will install automatic passenger counters, fare collection system upgrades, driver vehicle entry system for vehicle sharing pool and smart bus technology. (Federal = \$80,000) Carry-over to FY2016 from FY2015 as approved in the FY2016-2020 TIP.	2017						100	100
		2018						0	0
		2019						0	0
		PD						0	0
		SUM	0	0	0	0	0	100	100
13831	Transit - Capital Lease or Purchase and Maintenance, Nampa - FY2013	2015						27	27
	Funding Source: FTA 5307 SU	2016						0	0
	Provide vehicle lease or purchase for fixed line, demand response, and support activities and associated equipment and maintenance in the Nampa Urbanized Area. (Federal = \$22,000) Carry-over to FY2016 from FY2015 as approved in the FY2016-2020 TIP.	2017						27	27
		2018						0	0
		2019						0	0
		PD						0	0
		SUM	0	0	0	0	0	27	27

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
14221	Transit - Capital Lease or Purchase and Maintenance, Boise - FY2014	2015						193	193
							0	0	
	Funding Source: FTA 5339 LU	2016						0	0
							193	193	
	Provide vehicle lease or purchase for fixed line, demand response, support activities, and associated equipment and maintenance in the Boise Urbanized Area. (Federal = \$154,000)	2017							0
		2018							0
		2019							0
	PD							0	
		SUM	0	0	0	0	0	193	193
	Carry-over to FY2016 from FY2015 as approved in the FY2016-2020 TIP.								
14245	Transit - Purchase of Service Administration and Implementation, Boise - FY2014	2015						286	286
							0	0	
	Funding Source: FTA 5310 LU	2016						0	0
							286	286	
	Provide administration and implementation of purchase of service in the Cities of Meridian and Eagle in the Boise Urbanized Area. (Federal = \$229,000)	2017							0
		2018							0
		2019							0
	PD							0	
		SUM	0	0	0	0	0	286	286
	Carry-over to FY2016 from FY2015 as approved in the FY2016-2020 TIP.								
14261	Transit - Bike/Pedestrian Improvements, Nampa - FY2014	2015						186	186
							0	0	
	Funding Source: FTA 5307 SU	2016						0	0
							186	186	
	Project to improve bicycle and pedestrian facilities at South Stanford Street. Project will place a culvert and provide a pathway extension. (Federal = \$149,000)	2017							0
		2018							0
		2019							0
	PD							0	
		SUM	0	0	0	0	0	186	186
	Carry-over to FY2016 from FY2015 as approved in the FY2016-2020 TIP.								
18677	Planning, Transit, VRT, Boise	2015		409					409
				0					0
	Funding Source: FTA 5307 LU	2016		419					419
				828					828
	Support planning efforts in Boise Urbanized Area. (Federal = \$1,710,000)	2017		429					429
		2018		440					440
		2019		440					440
	PD							0	
		SUM	0	2137	0	0	0	0	2137
	Carry-over to FY2016 from FY2015 as approved in the FY2016-2020 TIP.								

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
18685	Transit - Capital, Safety and Security, Nampa	2015						30 0	30 0
	Funding Source: FTA 5307 SU	2016						30 60	30 60
	Provides capital facility, equipment, safety and security, enhancements, and associated capital to operate the transit system in the Nampa Urbanized Area. (Federal = \$120,000) Carry-over to FY2016 from FY2015 as approved in the FY2016-2020 TIP.	2017						30	30
		2018						30	30
		2019						30	30
		PD							0
		SUM	0	0	0	0	0	150	150
18700	Rideshare, Commuteride Replacement Vans, ACHD	2015						308 0	308 0
	Funding Source: FTA 5307 LU	2016						0 308	0 308
	Replace commuteride vehicles that are beyond their useful life. Project uses FY2014 funding. (Federal = \$246,000) Carry-over to FY2016 from FY2015 as approved in the FY2016-2020 TIP.	2017							0
		2018							0
		2019							0
		PD							0
		SUM	0	0	0	0	0	308	308
18718	Pedestrian Improvements, College of Western Idaho, Nampa	2015						176 0	176 0
	Funding Source: FTA 5307 SU	2016						0 176	0 176
	Construct a pedestrian crossing of the Union Pacific Railroad track between the new College of Western Idaho Park-and-Ride lot and the Idaho Center. Project uses FY2013 and FY2014 funding. (Federal = \$141,000) Carry-over to FY2016 from FY2015 as approved in the FY2016-2020 TIP.	2017							0
		2018							0
		2019							0
		PD							0
		SUM	0	0	0	0	0	176	176
18762	Transit - Demand Response Operations, Nampa	2015						35 0	35 0
	Funding Source: FTA 5307 SU	2016						36 71	36 71
	Provide operating funds for demand response services in the Nampa Urbanized Area. (Federal = \$149,000) Carry-over to FY2016 from FY2015 as approved in the FY2016-2020 TIP.	2017						38	38
		2018						38	38
		2019						39	39
		PD							0
		SUM	0	0	0	0	0	186	186

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
18781	Transit - Associated Capital Enhancements, Nampa	2015						200	200
								0	0
	Funding Source: FTA 5307 SU	2016						0	0
								200	200
	Provide capital improvements at park and ride lots and bus stops in the Nampa Urbanized Area. (Federal = \$480,000)	2017						200	200
		2018						100	100
		2019						100	100
	PD							0	
	Carry-over to FY2016 from FY2015 as approved in the FY2016-2020 TIP.	SUM	0	0	0	0	0	600	600
18785	Transit - Demand Response Operations, Boise	2015						458	458
								0	0
	Funding Source: FTA 5307 LU	2016						469	469
								927	927
	Provide operating funds for demand response services in the Boise Urbanized Area. (Federal = \$1,914,000)	2017						480	480
		2018						493	493
		2019						493	493
	PD							0	
	Carry-over to FY2016 from FY2015 as approved in the FY2016-2020 TIP.	SUM	0	0	0	0	0	2393	2393
18786	Transit - Fixed Line Operations, Nampa	2015						1204	1204
								0	0
	Funding Source: FTA 5307 SU	2016						1000	1000
								1976	1976
	Transit - Fixed Line Operations, Nampa. (Federal = \$4,990,400)	2017						1026	1026
		2018						1052	1052
		2019						1078	1078
	PD							1106	
	Carry-over to FY2016 from FY2015 as approved in the FY2016-2020 TIP.	SUM	0	0	0	0	0	5360	5360
								6238	6238
18788	Transit - Associated Capital Enhancements, Boise	2015						955	955
								0	0
	Funding Source: FTA 5307 LU	2016						56	56
								1011	1011
	Provide enhancements including shelters, benches, lighting, landing pads, waste disposal, bicycle benches, or information posting in the Boise Urbanized Area. (Federal = \$1,530,000)	2017						101	101
		2018						400	400
		2019						400	400
	PD							0	
	Carry-over to FY2016 from FY2015 as approved in the FY2016-2020 TIP.	SUM	0	0	0	0	0	1912	1912
18805	Planning, Transit, VRT, Nampa	2015		161					161
				0					0
	Funding Source: FTA 5307 SU	2016		165					165
				326					326
	Support planning efforts in the Nampa Urbanized Area. (Federal = \$678,000)	2017		169					169
		2018		174					174
		2019		178					178
	PD							0	
	Carry-over to FY2016 from FY2015 as approved in the FY2016-2020 TIP.	SUM	0	847	0	0	0	0	847

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
18842	Transit - Mobility Management Implementation, Nampa	2015						185 0	185 0
	Funding Source: FTA 5307 SU	2016						190 375	190 375
	Provide administration and implementation of mobility services in the Nampa Urbanized Area. Supports mobility management activities to assure effective program of service coordination throughout the region. (Federal = \$776,000)	2017						195	195
		2018						200	200
		2019						200	200
		PD							0
		SUM	0	0	0	0	0	970	970
Carry-over to FY2016 from FY2015 as approved in the FY2016-2020 TIP.									
18854	Transit - Mobility Management Implementation, Boise	2015						527 0	527 0
	Funding Source: FTA 5307 LU	2016						540 1067	540 1067
	Provide administration and implementation of mobility services in the Boise Urbanized Area. Supports mobility management activities to assure effective program of service coordination throughout the region. (Federal = \$2,206,000)	2017						554	554
		2018						568	568
		2019						568	568
		PD							0
		SUM	0	0	0	0	0	2757	2757
Carry-over to FY2016 from FY2015 as approved in the FY2016-2020 TIP.									
18855	Transit - Acquisition of Service, Kuna and Star	2015						39 0	39 0
	Funding Source: FTA 5310 LU	2016						0 39	0 39
	Provide administration and implementation of acquisition of service in the cities of Kuna and Star, with service to the Boise Urbanized Area. Project uses FY2013 funding. (Federal = \$31,000)	2017							0
		2018							0
		2019							0
		PD							0
		SUM	0	0	0	0	0	39	39
Carry-over to FY2016 from FY2015 as approved in the FY2016-2020 TIP.									
18884	Transit - Technology, VRT, Boise	2015						100 0	100 0
	Funding Source: FTA 5339 LU	2016						100 200	100 200
	Purchase equipment to implement Valley Regional Transit's Technology Plan in the Boise Urbanized Area. (Federal = \$402,000)	2017						100	100
		2018						100	100
		2019						103	103
		PD							0
		SUM	0	0	0	0	0	503	503
Carry-over to FY2016 from FY2015 as approved in the FY2016-2020 TIP.									

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
18893	Transit - Accessible Vehicles, Vehicle Sharing Pool, Boise	2015					120 0		120 0
	Funding Source: FTA 5339 LU	2016						0 120	0 120
	Provide accessible vehicles for the vehicle sharing pool that will be used by members of the vehicle sharing program. Project uses FY2014 funding. (Federal = \$96,000)	2017							0
		2018							0
		2019							0
		PD							0
		SUM	0	0	0	0	120 0	0 120	120
Carry-over to FY2016 from FY2015 as approved in the FY2016-2020 TIP. Also, correcting fund category from CE to CN.									
18911	Transit - Associated Capital Improvements, Nampa	2015						540 0	540 0
	Funding Source: FTA 5307 SU	2016						0 540	0 540
	Provide enhancements including shelters, benches, lighting, landing pads, waste disposal, bicycle racks, or information posting in the Nampa Urbanized Area. (Federal = \$872,000)	2017							430
		2018							60
		2019							60
		PD							0
		SUM	0	0	0	0	0	0	1090
Carry-over to FY2016 from FY2015 as approved in the FY2016-2020 TIP.									
18914	Transit - Preventive Maintenance, Nampa	2015						245 0	245 0
	Funding Source: FTA 5307 SU	2016						251 496	251 496
	Provide preventive maintenance support for fixed route and demand responsive transit service in the Nampa Urbanized Area. (Federal = \$1,030,000)	2017							258
		2018							264
		2019							270
		PD							0
		SUM	0	0	0	0	0	0	1288
Carry-over to FY2016 from FY2015 as approved in the FY2016-2020 TIP.									
18920	Transit - Vehicle Maintenance, Kuna Senior Center, Boise	2015						5 0	5 0
	Funding Source: FTA 5310 LU	2016						0 5	0 5
	Provide general maintenance on two vehicles for the Kuna Senior Center using funds from the Boise Urbanized Area. The vehicles travel between the cities of Kuna and Boise. Project uses FY2014 funding. (Federal = \$4,000)	2017							0
		2018							0
		2019							0
		PD							0
		SUM	0	0	0	0	0	0	5
Carry-over to FY2016 from FY2015 as approved in the FY2016-2020 TIP.									

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
18977	Pedestrian Improvements, Near Nampa High, Nampa	2015						424	424
								0	0
	Funding Source: FTA 5307 SU	2016						0	0
								424	424
	Design and construct pedestrian improvements on Lake Lowell Avenue near Nampa High School. The project will improve driveway entrances for the high school parking lots, provide better pedestrian crossing, and improve access control. Project uses FY2013 funding. (Federal = \$339,000)	2017							0
		2018							0
		2019							0
	PD							0	
	SUM	0	0	0	0	0	0	424	424
	Carry-over to FY2016 from FY2015 as approved in the FY2016-2020 TIP.								
18989	Transit - Demand Response, Nampa	2015						183	183
								0	0
	Transit - Acquisition of Service Demand Response, Nampa	2016						0	0
								183	183
	Funding Source: FTA 5310 SU	2017							0
	Provide administration and implementation of demand response service in the Nampa Urbanized Area. Project uses FY2013 and FY2014 funding. (Federal = \$146,000)	2018							0
		2019							0
	PD							0	
	SUM	0	0	0	0	0	0	183	183
	Carry-over to FY2016 from FY2015 as approved in the FY2016-2020 TIP. Also, correcting the name of project.								
19023	Transit - Fixed Line, Nampa	2015						234	234
								0	0
	Funding Source: FTA 5307 SU	2016						240	240
								474	474
	Provides fixed line operations in the Nampa Urbanized Area. (Federal = \$610,000)	2017						246	246
		2018						250	250
		2019						250	250
	PD							0	
	SUM	0	0	0	0	0	0	1220	1220
	Carry-over to FY2016 from FY2015 as approved in the FY2016-2020 TIP.								
19041	Transit - Fixed Line Operations, Boise	2015						662	662
								0	0
	Funding Source: FTA 5307 LU	2016						680	680
								1342	1342
	Provides fixed line operations in the Boise Urbanized Area. (Federal = \$1,733,000)	2017						696	696
		2018						714	714
		2019						714	714
	PD							0	
	SUM	0	0	0	0	0	0	3466	3466
	Carry-over to FY2016 from FY2015 as approved in the FY2016-2020 TIP.								

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
19042	Rideshare, Commuteride Replacement Vans, ACHD	2015						568	568
	Funding Source: FTA 5307 SU	2016						0	0
	Replace commuteride vehicles that are beyond their useful life. (Federal = \$454,000)	2017						0	0
		2018						0	0
		2019						0	0
		PD						0	0
	Carry-over to FY2016 from FY2015 as approved in the FY2016-2020 TIP.	SUM	0	0	0	0	0	568	568
19069	Pedestrian Improvements, Near Skyview High, Nampa	2015						63	63
	Funding Source: FTA 5307 SU	2016						0	0
	Design and construct pedestrian safety improvements on East Greenhurst Road near Skyview High School. The project will improve pedestrian crossing at the intersection of Greenhurst and the entrance to Skyview High School (just east of Chestnut Street). Rectangular Rapid Flashing Beacons will be installed to alert drivers and protect pedestrians. Project uses FY2013 funding. (Federal = \$50,000)	2017						63	63
		2018						0	0
		2019						0	0
		PD						0	0
	Carry-over to FY2016 from FY2015 as approved in the FY2016-2020 TIP.	SUM	0	0	0	0	0	63	63
19081	Transit - Associated Capital Improvements, Boise	2015						335	335
	Funding Source: FTA 5307 LU	2016						0	0
	Provide capital facility and equipment improvements in the Boise Urbanized Area. (Federal = \$525,000)	2017						206	206
		2018						541	541
		2019						0	0
		PD						58	58
	Carry-over to FY2016 from FY2015 as approved in the FY2016-2020 TIP.	SUM	0	0	0	0	0	657	657
19173	Transit - Rideshare Platform, VRT/ACHD	2015						60	60
	Funding Source: FTA 5307 SU	2016						0	0
	Purchase rideshare platform (software). The platform will be a single source for members of the community to find smart transportation options to include: carpooling, vanpooling, bus routes and bike buddies. It will also assist transit providers with data to increase routes based on demand. (Federal = \$48,000)	2017						0	0
		2018						60	60
		2019						0	0
		PD						0	0
	Carry-over to FY2016 from FY2015 as approved in the FY2016-2020 TIP.	SUM	0	0	0	0	0	60	60

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)								
		Cost year	PE	PEC	RW	UT	CE	CN	SUM	
19122	Transit - Capital Lease or Purchase and Maintenance, Boise	2015						332	332	
								0	0	
	Funding Source: FTA 5339 LU	2016						369	369	
	Provide vehicle lease or purchase for fixed line, demand response, support activities, and associated equipment and maintenance in the Boise Urbanized Area. (Federal = \$1,326,000)								701	701
		2017							319	319
		2018							319	319
		2019							319	319
PD								0		
SUM	0	0	0	0	0	0	1658	1658		
Carry-over to FY2016 from FY2015 as approved in the FY2016-2020 TIP.										
19131	Transit - Capital, Safety and Security, Boise	2015						44	44	
								0	0	
	Funding Source: FTA 5307 LU	2016						44	44	
	Provide capital facility, equipment, safety and security, enhancements, and associated capital to operate the transit system in the Boise Urbanized Area. (Federal = \$176,000)								88	88
		2017							44	44
		2018							44	44
		2019							44	44
PD								0		
SUM	0	0	0	0	0	0	220	220		
Carry-over to FY2016 from FY2015 as approved in the FY2016-2020 TIP.										
19137	Transit - Preventive Maintenance, Boise	2015						1875	1875	
								0	0	
	Funding Source: FTA 5307 LU	2016						1875	1875	
	Provide preventive maintenance support for fixed route and demand responsive transit service in the Boise Urbanized Area. (Federal = \$7,500,000)								3750	3750
		2017							1875	1875
		2018							1875	1875
		2019							1875	1875
PD								0		
SUM	0	0	0	0	0	0	9375	9375		
Carry-over to FY2016 from FY2015 as approved in the FY2016-2020 TIP.										

PE = Preliminary Engineering

PEC = Preliminary Engineering Consultant

RW = Right-of-Way

UT = Utilities

CE = Construction Engineering

CN = Construction

FY = Fiscal Year

KN = Key Number

FTA 5307 LU = Federal Transit Administration Formula program (Large Urban - Boise)

FTA 5307 SU = Federal Transit Administration Formula program (Small Urban - Nampa)

FTA 5310 LU = Federal Transit Administration Program for Elderly and Persons with Disabilities (Large Urban - Boise)

FTA 5310 SU = Federal Transit Administration Program for Elderly and Persons with Disabilities (Small Urban - Nampa)

FTA 5339 LU = Federal Transit Administration Capital program (Large Urban - Boise)

FTA 5339 SU = Federal Transit Administration Capital program (Small Urban - Nampa)

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