

Transportation Improvement Program

Participation Plan

**Community Planning Association of
Southwest Idaho
(COMPASS)**

FY2011 - 2015

COMPASS Mission Statement

COMPASS develops transportation plans and priorities and assesses related impacts in order for members to access state and federal transportation funds and respond to regional needs for information and expertise.

Community Planning Association of Southwest Idaho mission statement
Adopted by the Community Planning Association Board of Directors
July 2004

The Transportation Improvement Program (TIP) is a short-range (3-5 year) capital improvement program (budget) of transportation projects consistent with federal regulations and area policies and strategies. The Statewide Transportation Improvement Program (STIP) is the state's short-range capital improvement program. The TIP and STIP must contain consistent information about transportation projects.

The TIP is developed through a cooperative process by the Community Planning Association of Southwest Idaho (COMPASS), the designated Metropolitan Planning Organization for the Nampa Urbanized Area and the Northern Ada County Transportation Management Area (TMA).

The Nampa Urbanized Area includes the cities of Nampa, Caldwell, and Middleton as well as adjacent densely settled areas. The Boise Urbanized Area includes the cities of Boise, Eagle, Meridian, and Garden City and their adjacent densely settled areas.

The metropolitan planning area (Northern Ada County TMA) follows the boundaries of the Northern Ada County Maintenance Area. The Maintenance Area encompasses the entire area of Ada County north of the Boise Baseline, located from seven miles south of the City of Kuna to include the entire county north of that line. The U.S. Environmental Protection Agency has designated this area as an airshed in which the levels of carbon monoxide (CO) and particulate matter (PM₁₀) previously exceeded the national health standards, but now has established plans ensuring those health standards are met in the future.

The TIP must be consistent with the regional long-range transportation plan, *Communities in Motion*. The COMPASS Board of Directors adopted *Communities in Motion* on August 21, 2006. The plan is comprised of long-range transportation corridors, a short-range transit component, air quality conformity, pathway development, and transportation system management elements. *Communities in Motion* is consistent with the goals and objectives of the area's comprehensive plans.

The TIP includes all federally funded projects and those non-federally funded projects deemed "Regionally Significant" for air quality conformity purposes. The TIP projects identified are within the estimates of available funds from a variety of sources, both federal and non-federal.

The process of developing the TIP involves extensive participation of the cities, counties, highway districts, and regional public transportation agency. The public is invited to participate throughout the process, as outlined below.

Project Goals

The Community Planning Association of Southwest Idaho (COMPASS) develops a TIP on an annual basis and updates/amends the TIP year-round, as needed.

The goals of the TIP process are to develop a Regional Transportation Improvement Program for northern Ada County and the Nampa Urbanized Area that:

- Provides for use of federal transportation funds to best meet regional needs
- Complies with all applicable state and federal regulations
- Follows an open, transparent process with opportunities for involvement from stakeholders and the public

Public and Stakeholder Involvement

Involvement Philosophy

Public and stakeholder involvement is crucial to the development of the TIP; COMPASS strives to provide a public involvement process that seeks input throughout the development of the program and provides a variety of avenues for involvement.

COMPASS is committed to broad goals for public involvement, such as seeking representation from the wider community; developing plans and programs in an open, transparent manner; and providing public input to planners and decision-makers in a timely manner. More specifically, COMPASS will:

- Provide an open planning process that allows citizens opportunities for participation in developing the TIP
- Communicate complete, accurate, understandable, and timely information to the public
- Gather input from the community by providing citizens with opportunities to participate in the development and decision-making process
- Provide opportunities for early and continuous involvement
- Comply with requirements of Title VI Civil Rights Act of 1964 and ensure all citizens have the opportunity to participate (known as "environmental justice")
- Build upon previous COMPASS public involvement and stakeholder outreach efforts

Thus, COMPASS is committed to offering ongoing and meaningful opportunities for the public to participate in the decision-making process. The public involvement plan for this project meets the requirements set forth in 23 CFR 450.

Involvement Approach

The public involvement process for the FY2011 - 2015 TIP will begin approximately 12 months prior to its final approval. This effort will include requesting input from the local governments in the Boise and Nampa Urbanized Areas as well as from the general public.

COMPASS will use a variety of tools to solicit public participation, including electronic media, legal notices, advertisements, news releases, and an open house. Specific actions are outlined below and on the following pages.

COMPASS will use visualization techniques (maps, charts, etc.), as appropriate, to communicate information and will translate materials/provide special assistance (as needed) in compliance with Title VI of the Civil Rights Act.

Local Citizen/Government Input (Transportation Task Forces)

(July – August 2009)

Local governments in northern Ada County have designated Transportation Task Force Committees to provide input into the development of the annual TIP and the Ada County Highway District's (ACHD's) Five-Year Work Program. Staff of COMPASS, ACHD, the Idaho Transportation Department (ITD), and Valley Regional Transit (VRT) will meet with designated Transportation Task Force Committees to solicit their desired transportation projects for inclusion in this document. Staff from COMPASS, ITD, and VRT will also meet with representatives of governments in the Nampa Urbanized Area and the remainder of Canyon County during this same time period to solicit their desired transportation projects.

Ada County Highway District's Capital Investment Citizens Advisory Committee

(August – October 2009)

The ACHD's Citizens Advisory Committee will be asked to review the allocation of public dollars to local roadway improvements in Ada County. The committee will be asked to consider communities' transportation needs and recommend funding priorities to the ACHD Commission.

COMPASS Regional Technical Advisory Committee (RTAC) (Participates throughout process)

RTAC is comprised of technical experts representing counties, cities, school districts, and various municipal service agencies in Ada and Canyon Counties. RTAC makes recommendations to the COMPASS Board of Directors regarding planning activities. RTAC will be involved throughout the TIP development

process; representatives on the committee will be asked to review and make recommendations to the COMPASS Board on the approval of the TIP.

Interagency Consultation Committee (May – June 2010)

The Northern Ada County Interagency Consultation Committee is comprised of representatives of ACHD, ACHD Commuteride, City of Boise, COMPASS, Idaho Department of Environmental Quality, ITD District 3, VRT, and the Federal Highway Administration (ex-officio). This committee must approve the final transportation project list for the regional emissions analysis.

Public Comment Period (June - July 2010)

The TIP will be made available for public comment for 30 days, per COMPASS' *Public Involvement Policy* (attached). The public will be encouraged to submit written comments during the comment period. Upon completion of the public comment period, a summary of comments will be provided to the COMPASS Board prior to a request for Board approval of the TIP. If necessary, staff will make recommendations for change based on public comment received.

The following methods will be used to advertise the public comment period.

- News release
- Legal notices
- Major Newspaper Advertisement
- COMPASS web site
- Email to targeted email lists
- Direct mail

Public Information Meeting/Open House (July 2010)

COMPASS will host an open house and public meeting for the FY2011-2015 TIP during the public comment period. COMPASS staff will present proposed projects and provide general information on transportation planning and services. Staff from ITD, VRT, ACHD Commuteride, and other agencies, as appropriate, will be invited to participate as well.

The following methods will be used to advertise the public information meeting/open house in conjunction with the open comment period:

- News release
- Legal notices
- Major Newspaper Advertisement
- Display advertisements
- COMPASS web site
- Email to targeted email lists
- Direct mail

Brochure (Amended June 2010 for use during public comment period)

COMPASS has a brochure that explains the TIP process and provides examples appropriate for each year's TIP. This brochure will be updated and

made available on the COMPASS web site, as well as be included with the news release and emails. The brochure will also be available at the open house and other public meetings.

Special Assistance (Offer throughout process)

All COMPASS notifications and advertisements will include the following statements for people in need of special assistance:

"People needing special assistance can call 855-2558 - with 48 hours advance notice";

"Personas que necesitan asistencia para la junta, por favor llamar al número 855-2558 con 48 horas de aviso."

TIP Amendments (Year-round for approved TIP)

The COMPASS policy for amending or modifying the TIP (attached) outlines the public involvement process for major TIP amendments and minor administrative modifications.

Project Management

Toni Tisdale is the TIP project manager for COMPASS. Amy Luft is the Communication Coordinator for COMPASS and will work with Ms. Tisdale to coordinate public involvement activities.

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