

**EXECUTIVE COMMITTEE MEETING
JULY 11, 2017 1:00-2:00 P.M.
COMPASS, 2ND FLOOR LARGE CONFERENCE ROOM
700 NE 2ND STREET, SUITE 200
MERIDIAN, IDAHO**

****AGENDA****

I. CALL TO ORDER (1:00)

II. AGENDA ADDITIONS/CHANGES

III. OPEN DISCUSSION/ANNOUNCEMENTS

IV. CONSENT AGENDA

Page 2 * A. Approve May 9, 2017, Executive Committee Meeting Minutes

V. ACTION ITEMS

1:05 * A. Establish August 28, 2017, COMPASS Board Meeting Agenda
Page 4 *COMPASS staff proposed agenda items for the regular meeting of the COMPASS Board scheduled August 28, 2017, are attached.*

1:20 * B. Recommend FY2018 COMPASS Workgroup Charters for
Page 9 **COMPASS Board Approval**
Matt Stoll will review workgroup charters and seek Executive Committee recommendation to the Board of Directors.

1:35 C. Approve COMPASS Board Member Travel Request

VI. INFORMATION/DISCUSSION ITEMS

1:40 * A. Status Report – FY2016 and FY2017 COMPASS Workgroups Tasks
Page 24 *Matt Stoll will review FY2016-FY2017 tasks for COMPASS workgroups.*

1:50 B. Discuss COMPASS Executive Committee Meeting Start Time

Page 30 * C. Status Report – Regional Transportation Advisory Committee (Memo only)

VII. OTHER

VIII. ADJOURNMENT (2:00)

*Enclosures

Agenda is subject to change.

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**EXECUTIVE COMMITTEE MEETING
MAY 9, 2017
COMPASS, 2ND FLOOR LARGE CONFERENCE ROOM
MERIDIAN, IDAHO**

Item IV-A

****MINUTES****

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

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

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

CALL TO ORDER:

Chair Elect Dave Case called the meeting to order at 1:00 p.m.

AGENDA ADDITIONS/CHANGE

None.

OPEN DISCUSSION/ANNOUNCEMENTS

General discussion by committee members.

CONSENT AGENDA

A. Approve April 11, 2017, Executive Committee Meeting Minutes

Sara Baker moved and Bob Henry seconded approval of the Consent Agenda as presented. Motion passed with one abstention.

ACTION ITEMS

A. Establish June 19, 2017, COMPASS Board Meeting Agenda

Matt Stoll presented staff proposed Agenda Items 1-18, excluding 17 for the June 19, 2017, COMPASS Board meeting. Matt requested the latitude to amend the agenda as necessary.

After discussion, **Bob Henry moved and Elaine Clegg seconded approval of Agenda Items 1-16 and 18 for the June 19, 2017, COMPASS Board meeting as presented. Motion passed unanimously.**

B. Executive Session – Personnel Matter Idaho Code [74-206 (b)]

Tammy de Weerd moved and Elaine Clegg seconded to adjourn into Executive Session pursuant to Idaho Code [74-206 (b)] at 1:30 p.m.

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

Convened back into regular session at 1:55 p.m. No action was taken in Executive Session.

After discussion, **Bob Henry moved and Tammy de Weerd seconded to recommend a 3% salary increase and a 1% merit increase for Matt Stoll and to retain him as the Executive Director to the full Board at the June 19, 2017, Board meeting. Motion passed unanimously.**

ADJOURNMENT

Chair Elect Case adjourned the meeting at 2:00 p.m.

Approved this 11th day of July 2017.

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

Attest:

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

EXECUTIVE COMMITTEE WORKSHEET FOR COMPASS BOARD AGENDA

Item	Title/Description	Mandatory	Policy Implications/ Requirements	Agenda Type ¹	Time	Presenter	Proposed Agenda	RTAC Agenda	Program No.
1.	Approve Minutes from most recent Board Meeting	Yes	Meets Idaho Code and various grant requirements.	Consent Agenda	N/A	N/A	Bimonthly	N/A	820
2.	Receive Minutes from most recent Executive Committee Meeting	Yes	Meets Idaho Code and various grant requirements.	Consent Agenda	N/A	N/A	Bimonthly	N/A	820
3.	Receive Minutes from most recent Finance Committee Meeting	Yes	Meets Idaho Code and various grant requirements.	Consent Agenda	N/A	N/A	As Appropriate	N/A	820
4.	Status Report – Current Air Quality Issues	No	Mary Ann Waldinger will provide a monthly report of current air quality issues.	Ex. Dir. Report	N/A	N/A	Bimonthly	N/A	801
5.	Receive Project Milestone Report	No	Toni Tisdale will provide a Project Milestone Report.	Ex. Dir. Report	N/A	N/A	Every Other Meeting	N/A	685
6.	Status Report – Standing Committee Attendance	No	Per Board request of May 17, 2004.	Ex. Dir. Report	N/A	N/A	Bimonthly	N/A	820
7.	Receive Administrative Modifications to the Regional Transportation Improvement Program	Yes	Toni Tisdale will provide memorandums of approval for Administrative Modifications.	Ex. Dir. Report	N/A	N/A	As Appropriate	N/A	685

¹Action; Consent Agenda; Executive Director's Report; Information; Special Item; Committee Reports; Open Discussion/Announcements

<i>Item</i>	<i>Title/Description</i>	<i>Mandatory</i>	<i>Policy Implications/ Requirements</i>	<i>Agenda Type¹</i>	<i>Time</i>	<i>Presenter</i>	<i>Proposed Agenda</i>	<i>RTAC Agenda</i>	<i>Program No.</i>
8.	Approve List of Records for Destruction	No	Megan Larsen will seek approval of the list of records to destruct per the guidance in the Records Retention Policy.	Consent Agenda	N/A	N/A	As Appropriate	N/A	991
CURRENT AGENDA ITEMS									
9.	Approve COMPASS Workgroup Charters	No	Megan Larsen will seek approval of the COMPASS Workgroup Charters for FY2018.	Action	5	Megan Larsen	August	N/A	820
10.	Adopt Resolution Approving the FY2018 Unified Planning Work Program and Budget (UPWP)	Yes	Megan Larsen will seek approval of the FY2018 UPWP.	Action	15	Megan Larsen	August	N/A	601
11.	Approve Project Application Ranking Process	No	Kathy Parker will seek approval to update the project application ranking process for the FY2019 application cycle.	Action	15	Kathy Parker Toni Tisdale	August	July	685
12.	Status Report – Finance Committee	No	The Finance Committee chair will provide a status report on the June 29, 2017, Finance Committee meeting.	Information/ Discussion	5	Finance Committee Chair	August	N/A	N/A
13.	Status Report – CIM 2040 2.0 Development Process and Document Format	No	COMPASS staff will review CIM 2040 2.0 development process into 2018, and present proposed plan document format.	Information/ Discussion	20	Liisa Itkonen	August	July	661

<i>Item</i>	<i>Title/Description</i>	<i>Mandatory</i>	<i>Policy Implications/ Requirements</i>	<i>Agenda Type</i> ¹	<i>Time</i>	<i>Presenter</i>	<i>Proposed Agenda</i>	<i>RTAC Agenda</i>	<i>Program No.</i>
UPCOMING AGENDA ITEMS									
14.	Adopt Resolution Amending <i>Communities in Motion 2040</i> (CIM 2040)	Yes	Liisa Itkonen will seek COMPASS Board approval to amend CIM 2040 to add projects on SH 21, SH 44 and US 20/26, Lake Hazel Rd, Linder Rd, Ustick Rd, and Overland Rd to CIM 2040 funded projects, and remove projects no longer in ACHD CIP.	Action	5	Liisa Itkonen	October	August	661
15.	Adopt Resolution Amending the FY2017-2021 TIP	Yes	Toni Tisdale will seek COMPASS Board approval to amend the FY2017-2021 TIP to add projects on SH 21, SH 44 and US 20/26, Lake Hazel Rd, Linder Rd, Ustick Rd, and Overland Rd.	Action	5	Toni Tisdale	October	August	685
16.	Adopt Resolution Approving the FY2018-2022 Regional Transportation Improvement Program (TIP) and Associated Air Quality Conformity	Yes	Toni Tisdale will seek adoption of a resolution approving the FY2018-2022 TIP and associated Air Quality Conformity.	Action	20	Toni Tisdale	October	August	685
17.	Adopt Resolution Approving Rural Project Priorities	Yes	Toni Tisdale will seek adoption of a resolution approving rural priorities.	Action	5	Toni Tisdale	October	September	685
18.	Review Status of Project Development Program and CIM Implementation Grant Projects	No	Kathy Parker will provide an overview of projects completed during the previous fiscal year.	Information/ Discussion	15	Kathy Parker	October	September	685

<i>Item</i>	<i>Title/Description</i>	<i>Mandatory</i>	<i>Policy Implications/ Requirements</i>	<i>Agenda Type¹</i>	<i>Time</i>	<i>Presenter</i>	<i>Proposed Agenda</i>	<i>RTAC Agenda</i>	<i>Program No.</i>
19.	Status Report – Finance Committee	No	The Finance Committee chair will provide a status report on the August 17, 2017, Finance Committee meeting.	Information/ Discussion	5	Finance Committee Chair	October	N/A	N/A
20.	Leadership in Motion Awards Presentation	No	Board Chair and Executive Director will present the 2017 COMPASS Leadership in Motion awards.	At luncheon; before meeting	20	Chair /Matt Stoll	December Luncheon	N/A	653
21.	Confirm Regional Transportation Advisory Committee Membership	Yes	COMPASS Bylaws require the Board confirm RTAC membership.	Consent Agenda	N/A	N/A	December	N/A	N/A
22.	Confirm 2018 Board Officers: Chair, Chair Elect, Vice Chair, Immediate Past Chair. Elect Secretary-Treasurer	Yes	COMPASS Bylaws require the Board confirm ascension of new Board officers and election of new Secretary-Treasurer.	Action	10	Matt Stoll	December	N/A	N/A
23.	Confirm 2018 Executive Committee Representatives for Cities under 25,000 in Population	Yes	COMPASS Bylaws require the Board confirm Executive Committee representatives for cities under 25,000 in population.	Action	10	Matt Stoll	December	N/A	N/A
24.	Confirm 2018 Executive Committee Representative from Highway Districts in Canyon County		COMPASS Bylaws require the Board confirm the Chair of one of the highway districts located in Canyon County as an Executive Committee representative.	Action	10	Matt Stoll	December	N/A	N/A

<i>Item</i>	<i>Title/Description</i>	<i>Mandatory</i>	<i>Policy Implications/ Requirements</i>	<i>Agenda Type</i> ¹	<i>Time</i>	<i>Presenter</i>	<i>Proposed Agenda</i>	<i>RTAC Agenda</i>	<i>Program No.</i>
25.	Approve 2018 Federal Transportation Policy Positions	Yes	Ken Burgess will seek approval of federal transportation policy positions.	Action	15	Ken Burgess	December	N/A	N/A
26.	Approve 2018 Idaho Legislative Session Position Statements	Yes	Ken Burgess will seek approval of 2018 Idaho legislative session position statements.	Action	15	Ken Burgess	December	N/A	701
27.	Adopt Resolution Approving Revision 1 of the FY2018 Unified Planning Work Program and Budget (UPWP)	Yes	Megan Larsen will seek approval of Revision 1 of the FY2018 UPWP.	Action	15	Megan Larsen	December	N/A	601
28.	Approve <i>Communities in Motion (CIM) 2040 2.0</i> Transportation Investment Packages	Yes	Liisa Itkonen will seek approval of transportation investment packages ranked by performance area priorities for CIM 2040 2.0.	Action	20	Liisa Itkonen	December	October	661
29.	Status Report – Finance Committee	No	The Finance Committee chair will provide a status report on the November 30, 2017, Finance Committee meeting.	Information/ Discussion	5	Finance Committee Chair	December	N/A	N/A
30.	Approve 2018 Resource Development Plan	Yes	Kathy Parker will seek approval of the 2018 Resource Development Plan.	Action	5	Kathy Parker	February	January	685
31.	Review Draft Funded/Unfunded Project Lists	Yes	Liisa Itkonen will review draft funded/unfunded project lists.	Information/ Discussion	15	Liisa Itkonen	February	January	661
32.	Approve Funded/Unfunded Project Lists	Yes	Liisa Itkonen will seek approval of funded/unfunded project lists.	Action	15	Liisa Itkonen	April	March	661

EXECUTIVE COMMITTEE AGENDA ITEM V-B

DATE: July 11, 2017

Topic: Workgroup Charters for FY2018

Request/Recommendation:

COMPASS staff seeks Executive Committee recommendation for COMPASS Board approval of the workgroup charters for FY2018 activities.

Background/Summary:

The Board approved the Bylaws at its September 21, 2015, meeting. Section 7.2.10 (b) specifies that:

“Each task force or 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.”

The proposed workgroup charters that meet the requirements of Section 7.2.10 (b) are attached:

- Active Transportation
- Census Advisory
- Demographic Advisory
- Environmental Review
- Freight Advisory
- Public Participation
- Public Transportation
- Rails with Trails
- Regional Geographic Advisory
- Regional Operations
- Rural Prioritization

Implication (policy and/or financial):

In the absence of Executive Committee review/recommendation, the workgroup activities would be suspended until a recommendation could be brought forward to the Board for approval.

More Information:

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

T:\FY17\Transfer\Work Group Charters - FY2018\1.Memo



Working together to plan for the future

Work Group: Active Transportation Workgroup (ATWG)
Staff Liaison: Duane Wakan

Purpose:

The purpose of the Active Transportation Workgroup is to provide guidance into the development and implementation of the regional bicycle/pedestrian component of the *Communities in Motion 2040 2.0* (CIM 2040 2.0) plan. The component includes stakeholder coordination, planning and analysis, data collection, member agency decision support, and regional infrastructure mapping.

Tasks:

1. Review and provide feedback to COMPASS staff of bicycle/pedestrian data results, examining demand on system, characteristics, seasonality/weather, etc.
2. Review and provide feedback to COMPASS staff of bicycle/pedestrian forecasting tools and model development.
3. Identify, coordinate, and help prioritize applications for active transportation grants to COMPASS staff as needed.
4. Review and provide input to RTAC on the bicycle and pedestrian component of CIM 2040 2.0.
5. Coordinate a wayfinding strategy for regional bicycle routes.

Deliverables, Schedule:

1. Bicycle and pedestrian count effort direction and coordination. (Ongoing)
2. Bicycle and pedestrian forecasting model. (Fall 2018)
3. Updates to RTAC regarding the CIM 2040 2.0 bicycle and pedestrian component. (Ongoing; as needed)
4. Regional bicycle route wayfinding recommendations. (Spring 2018)

The Active Transportation Workgroup is expected to meet five times in FY2018.

Membership:

Membership in the ATWG will be drawn from: member agency staff from ACHD, ITD, City of Boise, City of Meridian, City of Nampa, City of Caldwell, City of Eagle, City of Kuna 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. One member of the ATWG shall serve on the Rails with Trails Workgroup.

Charter recommended by Executive Committee: _____
Date

Charter approved by COMPASS Board: _____
Date

Next planned review of charter by Executive Committee: June 2018

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.



Working together to plan for the future

Work Group: Census Advisory Workgroup (CAWG)
Staff Liaison: Carl Miller and Amy Luft

Purpose:

The purpose of the Census Advisory Workgroup (CAWG) is to assist COMPASS and local organizations in encouraging participation in the 2020 Census. Census counts are used to establish political boundaries and to calculate a large share of federal assistance and federal grant funding.

Tasks:

1. Review and approve COMPASS' 2020 Census communication plan.
2. Prepare to expand CAWG into a broader regional Complete Count Committee in FY2019, including assistance with identifying and recruiting members.
3. Develop a funding strategy to assist local agencies in increasing awareness of and participation in the 2020 Census. Identify grants, philanthropic funding, and other resources to support outreach.

Deliverables, Schedule:

1. Census communication plan. (Summer 2018)
2. Census Complete Count Committee membership invitee list. (Fall 2018)
3. Outreach funding strategy. (Fall 2018)

Membership:

FY2018 membership in the CAWG will be drawn from: member agency staff, school districts, higher education, a member of the Public Participation Workgroup, and other agencies as appropriate. Membership will expand greatly in FY2019, with input from FY2018 members.

Charter recommended by Executive Committee: _____
Date

Charter approved by COMPASS Board: _____
Date

Next planned review of charter by Executive Committee: June 2018

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Working together to plan for the future

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

Purpose:

The purpose of the Demographic Advisory Workgroup is to provide expert guidance and feedback on COMPASS demographic, growth tracking projects, and Census 2020 technical preparation.

Tasks:

1. Review and provide recommendations of the 2018 population estimates to the COMPASS Board.
2. Review and provide feedback on the 2017 Development Monitoring Report to COMPASS staff.
3. Complete the Census Bureau 2017 Boundary and Annexation Survey (BAS).
4. Review and provide feedback on the development reconciliation demographic forecast dataset.
5. Complete the Census Bureau Local Update of Census Addresses (LUCA).
6. Complete the Census Bureau Participant Statistical Areas Program (PSAP).

Deliverables, Schedule:

1. FY2018 population estimates recommendation to the COMPASS Board. (March 2018)
2. 2017 Development Monitoring Report. (March 2018)
3. BAS submittal to the Census Bureau. (March 2018)
4. Development reconciliation demographic forecast dataset. (March 2018)
5. LUCA submittal to the Census Bureau. (Summer 2018)
6. PSAP submittal to the Census Bureau. (Summer 2018)

Membership:

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

Charter recommended by Executive Committee: _____
Date

Charter approved by COMPASS Board: _____
Date

Next planned review of charter by Executive Committee: June 2018

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Working together to plan for the future

Work Group: Environmental Review Workgroup (ERWG)
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 long-range transportation 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 up-to-date, available regional data about the environment and natural resources.
2. Review and revise maps and analyses about transportation system improvement related effects on the environment and/or natural resources (i.e., environmental suitability analysis).
3. Identify potential environmental mitigation strategies for the long-range transportation plan.
4. Share information about the long-range transportation plan and comment opportunities with constituents; provide feedback to COMPASS.

Deliverables, Schedule:

1. Completed environmental suitability analysis by October 2017.
2. Completed report of environmental suitability analysis and potential mitigation strategies by May 2018.

Membership:

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

Charter recommended by Executive Committee: _____
Date

Charter approved by COMPASS Board: _____
Date

Next planned review of charter by Executive Committee: June 2018

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.



Working together to plan for the future

Work Group: Freight Advisory Workgroup (FAWG)
Staff Liaison: Liisa Itkonen

Purpose:

The Freight Advisory Workgroup advises and provides input on freight-related issues and needs, and helps 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. Review the COMPASS Freight Study deliverables and provide feedback to the consultant team and COMPASS.
2. Advise on integration of freight considerations into CIM 2040 2.0.
3. Provide input into freight improvement priorities and project, and implementation.
4. Make recommendations to the Regional Transportation Advisory Committee (RTAC). Staff liaison will coordinate communication between the COMPASS Freight Advisory Workgroup and RTAC.
5. Share information about regional freight and the long-range transportation plan with constituents; provide feedback to COMPASS.

Deliverables, Schedule:

1. Participation in workgroup meetings in November 2017 and February 2018.
2. Comments on the COMPASS Freight Study deliverables by October 2017, December 2017, and February 2018.
3. Hosting "Freight and Land Use Workshop" by September 2018.

Membership:

Membership in the FAWG 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.

Charter recommended by Executive Committee: _____
Date

Charter approved by COMPASS Board: _____
Date

Next planned review of charter by Executive Committee: June 2018

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.

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

Purpose:

The purpose of the Public Participation Workgroup 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. Provide a representative to assist in selecting Leadership in Motion award winners.
2. Provide input into messaging regarding public transportation.
3. Provide feedback into outreach materials for public comment on projects proposed for funding in *Communities in Motion 2040 2.0* (CIM 2040 2.0).
4. Provide input into, review, and recommend COMPASS Board approval of an update to the *COMPASS Integrated Communication Plan/Public Involvement Plan*.
5. Provide input into ways to meaningfully engage youth in COMPASS planning processes.
6. Review and test the usability of, and instructions for, a revised COMPASS Performance Dashboard.
7. Assist with the public comment period on the draft CIM 2040 2.0 plan.
8. Provide input into the CIM 2040 2.0 interactive online "document."
9. Review, provide input, and assist with COMPASS outreach, education, and public participation activities as requested.
10. Provide representatives to serve on the Regional Transportation Advisory Committee (RTAC), the Active Transportation Workgroup, and the Census Advisory Workgroup.

Deliverables, Schedule:

1. Leadership in Motion recipients selected. (October 2017)
2. Public transportation messaging and outreach materials feedback provided. (Winter 2018)
3. Outreach materials regarding funded projects in CIM 2040 2.0 completed. (Spring 2018)
4. *COMPASS Integrated Communication Plan/Public Involvement Plan* recommended to COMPASS Board. (Summer 2018)
5. Plans developed for youth involvement in COMPASS processes. (Summer 2018)
6. COMPASS Performance Dashboard instructions reviewed. (Summer 2018)
7. Public comment on the draft CIM 2040 2.0 plan completed. (Summer 2018)
8. CIM 2040 2.0 interactive online "document" developed. (Ongoing throughout FY2018 – complete in FY2019)
9. Participation in COMPASS outreach activities. (Ongoing; as needed)
10. Representatives serving on other committees/workgroups. (Ongoing)

The Public Participation Workgroup is anticipated to meet three to four times in FY2018.

Membership:

Membership in the PPWG will be drawn from: 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 PPWG, but PPWG members shall not serve as representatives of specific businesses, agencies, or special interests. Each PPWG member shall serve as an individual, solely representing his or her own opinions and interests.

Charter recommended by Executive Committee:

Date

Charter approved by COMPASS Board:

Date

Next planned review of charter by Executive Committee: June 2018

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.



Working together to plan for the future

Work Group: Public Transportation Workgroup (PTWG)
Staff Liaison: Duane Wakan

Purpose:

The purpose of the Public Transportation Workgroup is to 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, access, and maximize transportation investments.

Tasks:

1. Establish a phasing approach for public transportation including a prioritized list of investments.
2. Develop cost estimates for the 2040 Public Transportation Network in 5-year increments using Remix tool.
3. Develop prioritized premium service implementation plan.
4. Develop priority stop analysis for first/last mile bicycle/pedestrian connections.
5. Premium public transportation land-use infill analysis.
6. Develop RFP to cost out rail services/infrastructure along specified corridors.

Deliverables, Schedule:

1. Develop rail cost estimates. (October – December 2017)
2. Work with Boise State University or Idaho State University and consultant team on land-use updates along rail corridors with implementation recommendations. (January – April 2018)
3. Make recommendations to the Regional Transportation Advisory Committee (RTAC). Staff liaison will coordinate communication between the workgroup and RTAC. (Ongoing, 2018)
4. Engage stakeholder feedback on network design, benefit cost, and long-range plans.

Membership:

Membership in the PTWG will be drawn from: member agency staff from Ada County, ACHD, Canyon County, City of Boise, City of Eagle, City of Garden City, City of Meridian, City of Middleton, City of Nampa, Boise State University, ITD, Valley Regional Transit, and other member agencies planning for public transportation.

Charter recommended by Executive Committee: _____
Date

Charter approved by COMPASS Board: _____
Date

Next planned review of charter by Executive Committee: June 2018

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.

Work Group: Rails with Trails Workgroup (RTWG)
Staff Liaison: Duane Wakan

Purpose:

The purpose of the Rails with Trails Workgroup is to develop a unified strategy among member agencies for the development of a continuous rails with trails system within the Union Pacific corridor to be adopted by the COMPASS Board into *Communities in Motion 2040 2.0* (CIM 2040 2.0).

Tasks:

1. Research and summary of best practices for rails with trails across the United States in the following areas: liability, safety, and implementation steps; location of trails; maintenance practices, agreements, and costs; funding sources; how agreements were put in place; implementation strategies used.
2. Estimate probable costs for design, land (providing range for fee simple acquisition, easements, or other options), pathway construction and development, and ongoing maintenance.
3. Create funding strategy and options including phasing plan.
4. Create timeline for rail implementation, funding, and outreach.
5. Develop a stakeholder, elected official, and public outreach strategy including creation of visual materials to aid in presentation to interested parties, member agencies, stakeholders, and public.
6. Provide updates to the COMPASS Board on the effort and deliverables.

Deliverables, Schedule:

1. Narrative and storyboards for section in Pedestrian/Bicycle Chapter in CIM 2040 2.0 describing Rails with Trails Plan/Vision. (Spring 2018)
2. Technical summary of opinion of probable cost with phasing options. (Fall 2017)
3. Technical document of funding strategy with phasing options. (Winter 2018)
4. Timeline for implementation, funding, and outreach. (Spring 2018)
5. Stakeholder, elected official, and public outreach plan. (Spring 2018).
6. Updates to the COMPASS Board at key milestones.
7. Additional deliverables pending COMPASS Board direction.

The Rails with Trails Workgroup is anticipated to meet six times in FY2018.

Membership:

Membership in the RTWG will be drawn from: member agencies interested in rails with trails efforts including but not limited to City of Meridian, City of Boise, City of Nampa, City of Caldwell, Ada County, Canyon County, and ACHD. Membership will also include a member of the COMPASS Active Transportation Workgroup and a member representing the Foundation for Ada and Canyon Trails System (FACTS), ITD, members of the business community, and user or advocacy groups.

Other members may include the cities of Wilder, Greenleaf, Middleton, Parma, Notus, and Kuna pending future examination of spur routes and ultimate desired regional system.

Charter recommended by Executive Committee: _____
Date

Charter approved by COMPASS Board: _____
Date

Next planned review of charter by Executive Committee: June 2018

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.



Working together to plan for the future

Work Group: Regional Geographic Advisory Workgroup (RGAWG)
Staff Liaison: Eric Adolfson

Purpose:

The purpose of the Regional Geographic Advisory Workgroup is to provide input and guidance on regional Geographic Information System (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) central data repository.
2. Plan for future orthophotography flight needs given new technology options.
3. Provide a forum in which to continue to improve regional GIS cooperation while forming GIS policy and technical solutions.
4. Advise COMPASS staff, workgroups, and Board about GIS investments and policies.
5. On a periodic basis, workgroup may report to either the Regional Transportation advisory Committee (RTAC) or Executive Committee on topics such as investments and policies related to improving GIS outputs.
6. Provide feedback to COMPASS On regional GIS Planning Activities.

Deliverables, Schedule:

1. Coordinate regional datasets for emergencies services needs and other planning activities. Report on needs that exist for other future regional datasets. (October 2017)
2. Technical Review and feedback on draft COMPASS Performance Dashboard and provide recommendations. (December 2017)
3. Review COMPASS strategic GIS plan. (May 2018)

Membership:

Membership in the RGAWG will be drawn from: representatives from member agencies and those with an interest in regional geographic data. Members shall have information system technical experience, or knowledge and active contribution to our region’s data ecosystem with agency administrative authority.

Charter recommended by Executive Committee: _____
Date

Charter approved by COMPASS Board: _____
Date

Next planned review of charter by Executive Committee: June 2018

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.



Working together to plan for the future

Work Group: Regional Operations Workgroup (ROWG)
Staff Liaison: Liisa Itkonen

Purpose:

The Regional Operations Workgroup promotes awareness and integration of transportation operations and management, focusing on multimodal transportation system efficiency, reliability, safety, and ease of use. The workgroup supports the regional planning process including planning for operations through a coordinated approach to multimodal system operations, ITS deployment and data management, and maintenance of related planning documents.

Tasks:

1. Participate in updating the regional ITS and communications inventory by providing information on recently added infrastructure.
2. Provide information necessary to update the Treasure Valley Transportation System: Operations, Management and ITS implementation plan.
3. Review how the updated I-84 Detour Plan/online tool are being used and recommend improvements if needed.
4. Discuss need for incident management plans or documenting operating procedures.

Deliverables, Schedule:

1. List of recently implemented ITS projects by February 2018.
2. Updated project list for ITS Implementation Plan by April 2018.
3. Report on use of I-84 Detour Plan and online tool, with recommendation for improvements by September 2018.
4. Evaluation of the need for incident management plans or standard operating procedures, with recommendation for next steps as needed by September 2018.

Membership:

Membership in the ROWG will be drawn from: representatives of transportation and emergency management agencies from across Ada and Canyon Counties that are active in the planning, funding, design, operation, and maintenance of the region’s multi-modal transportation infrastructure.

Charter recommended by Executive Committee: _____
Date

Charter approved by COMPASS Board: _____
Date

Next planned review of charter by Executive Committee: June 2018

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.



Working together to plan for the future

Work Group: Rural Prioritization Process Workgroup (RPPWG)
Staff Liaison: Toni Tisdale

Purpose:

The purpose of the Rural Prioritization Process Workgroup is to 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 using the prioritization process approved by the COMPASS Board on August 20, 2012.

Deliverables, Schedule:

1. Provide priority recommendations to RTAC for rural project priorities in each LTHAC rural program. The recommendation will include a signature from each participating agency. (September 2018)

Membership:

Membership in the RPPWG will be draw from: mayors, staff or contract engineers from all rural agencies in Ada and Canyon Counties with transportation jurisdiction.

Charter recommended by Executive Committee: _____
Date

Charter approved by COMPASS Board: _____
Date

Next planned review of charter by Executive Committee: June 2018

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.

EXECUTIVE COMMITTEE AGENDA ITEM VI-A

DATE: July 11, 2017

Topic: Status Report - COMPASS Workgroups

Request/Recommendation:

Information only.

Background/Summary:

The COMPASS Board approves the charters for the workgroups annually. The workgroup charters provide a summary of the planned activities and expected deliverables for each workgroup for the covered fiscal year. The COMPASS Bylaws stipulate that the staff liaison for each workgroup shall provide periodic updates to the Executive Committee. This status report is provided as that update.

The purpose of each approved workgroup is summarized below. The remaining open deliverables from the Board-approved charters for each workgroup for both fiscal year 2016 and fiscal year 2017 along with the current status of each are provided on the attached report. The deliverables from the FY2016 charters are shaded gray. Deliverables reported as complete on the last update report (provided at the March 14, 2017, meeting) have been removed from the report. The next status update is expected to be provided at the January 9, 2018, meeting.

Active Transportation

The purpose of the Active Transportation Workgroup is to provide guidance into the development and implementation of the regional bicycle/pedestrian component of *Communities in Motion 2040 2.0* (CIM 2040 2.0). The component includes stakeholder coordination, planning and analysis, data collection, member agency decision support, and regional infrastructure mapping.

Census Advisory

The purpose of the Census Advisory Workgroup is to assist COMPASS and local organizations to prepare for, encourage participation in, and review the results of the 2020 Census. Census counts are used to establish political boundaries and to calculate a large share of federal assistance and federal grant funding.

Demographic Advisory

The purpose of the Demographic Advisory Workgroup is to provide expert guidance and feedback on COMPASS demographic and growth tracking projects.

Environmental Review

The purpose of the Environmental Review Workgroup is to share data, consider environmental and community values early in the long-range planning process, and identify potential environmental mitigation strategies to help restore and maintain environmental functions affected by the long-range transportation plan.

Freight Advisory

The purpose of the Freight Advisory Workgroup is to advise and provide input on freight-related issues and needs, and help integrate freight into 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.

Performance Measure Framework

The purpose of the Performance Measure Framework Workgroup is to provide feedback throughout the performance measure framework project funded by SHRP2. The project's goal is to prioritize projects in the context of the CIM 2040 2.0 goals and convey impacts of the projects to stakeholders and the public.

Public Participation

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

Public Transportation

The purpose of the Public Transportation Workgroup is to develop and recommend the components and phasing (timeline) of the long-range 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 maximizing transportation investments.

Rails with Trails

The purpose of the Rails with Trails Workgroup is to develop a unified strategy among member agencies for the development of a continuous rails with trails system within the Union Pacific corridor to be adopted by the COMPASS Board into CIM 2040 2.0.

Regional Geographic Advisory

The purpose of the Regional Geographic Advisory Workgroup is to provide input and guidance on regional Geographic Information System (GIS) issues and tasks such as orthophotography and the Regional Data Center.

Regional Operations

The purpose of the Regional Operations Workgroup is to promote awareness and integration of transportation operations and management, which will focus on multimodal transportation system efficiency, reliability, safety, and ease of use. The workgroup support will focus on the regional planning process including planning for operations through a coordinated approach to multimodal system operations, ITS data management, and maintenance of related planning documents.

Rural Prioritization Process

The purpose of the Rural Prioritization Process Workgroup is to 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.

Implication (policy and/or financial):

The Executive Committee provides oversight of the activities of the COMPASS workgroups. Periodic status reports assist the Executive Committee with providing that oversight.

More Information:

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

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COMPASS FY2016 and FY2017 Work Group Deliverables Status Report as of March 3, 2017

Workgroup	Liaison	Fiscal Year	Estimated Completion Date	Deliverable	Status
Active Transportation	Tom Laws	2018	5/31/2018	Bicycle/pedestrian forecasting tool	Scheduled to begin discussion in fall 2017, completion in 2018
Active Transportation	Tom Laws	2018	Pending Outside Funding	Regional pathway feasibility study	Pending funding, within Resource Development Plan
Active Transportation	Tom Laws	2018	11/30/2017	Crash data analysis and countermeasures report	Underway, part of FHWA STEP effort
Census Advisory	Carl Miller	2017	9/30/2017	Census 2020 work plan	Underway, fall 2017
Demographic Advisory	Carl Miller	2017	7/31/2017	Development reconciliation demographic forecast dataset	Postponed to winter 2017
Demographic Advisory	Carl Miller	2017	7/31/2017	Real estate model documentation	Underway, fall 2017
Demographic Advisory	Carl Miller	2017	9/30/2017	FY2017 employment data	Underway, fall 2017
Environmental Review	Liisa Itkonen	2016	12/31/2016	Completed environmental suitability analysis	Postponed to October 2017
Environmental Review	Liisa Itkonen	2016	5/31/2017	Report of environmental suitability analysis and mitigation strategies	Postponed to May 2018
Environmental Review	Liisa Itkonen	2017	5/31/2017	Completed environmental suitability analysis of draft transportation system for 2040 and identification of potential environmental issues	Postponed to October 2017
Environmental Review	Liisa Itkonen	2017	5/31/2018	Documentation of future transportation system-related effects on the environment and/or natural resources	Postponed to May 2018
Environmental Review	Liisa Itkonen	2017	5/31/2018	Documentation of potential mitigation strategies	Postponed to May 2018
Freight Advisory	Liisa Itkonen	2016	9/30/2016	Freight improvement projects for CIM 2040 2.0	Postponed to August 2017
Freight Advisory	Liisa Itkonen	2017	2/28/2017	Freight component of the regional transportation system for CIM-2040 2.0	Completed
Freight Advisory	Liisa Itkonen	2017	4/30/2017	Provide input on freight providers selected for the supply chain evaluation	On schedule
Freight Advisory	Liisa Itkonen	2017	4/30/2017	Provide input on industrial lands inventory project/scope	On schedule
Freight Advisory	Liisa Itkonen	2017	7/31/2017	Provide input on freight stakeholder interviews	Completed
Freight Advisory	Liisa Itkonen	2017	9/30/2017	Host freight and land use workshop	On schedule

COMPASS FY2016 and FY2017 Work Group Deliverables Status Report as of March 3, 2017

Workgroup	Liaison	Fiscal Year	Estimated Completion Date	Deliverable	Status
Performance Measure Framework	Carl Miller	2017	11/30/2016	Final report to RTAC on the performance measure framework	Scheduled for April 2017
Performance Measure Framework	Carl Miller	2017	11/30/2016	Revised development review checklist to RTAC	Underway, summer 2017
Performance Measure Framework	Carl Miller	2017	2/28/2017	CIM 2040 2.0 performance measures list	Scheduled for April 2017
Performance Measure Framework	Carl Miller	2017	2/28/2017	Review COMPASS Performance Dashboard	Underway, summer 2017
Public Participation	Amy Luft	2017	11/30/2016	Input into youth engagement	Postponed to 2018
Public Participation	Amy Luft	2017	11/30/2016	Review/test online dashboard tutorials	Postponed to 2018
Public Transportation	Duane Wakan	2017	12/31/2016	Develop planning cost assumptions	Postponed to April 2017
Public Transportation	Duane Wakan	2017	2/28/2017	Advise development of public transportation component for CIM 2040 2.0	Postponed to April 2017
Public Transportation	Duane Wakan	2017	2/28/2017	Advise integration of public transportation component for CIM 2040 2.0	Postponed to August 2017
Public Transportation	Duane Wakan	2017	2/28/2017	Identification of planned priority corridors and mode preferences justified through the service evaluation	Postponed to August 2017
Public Transportation	Duane Wakan	2017	2/28/2017	Identify areas where land use is deficient for service options	Postponed to August 2017
Public Transportation	Duane Wakan	2017	6/30/2017	Develop Master Map of Priority Corridors for preservation	Postponed to April 2018
Rails with Trails	Tom Laws	2017	8/31/2017	Summary document of best practices and implementation strategies	Underway, summer 2017
Rails with Trails	Tom Laws	2017	9/30/2017	Identification list of adjacent property and business owners, and their overall use on the system	Part of Freight Plan, summer 2017
Rails with Trails	Tom Laws	2017	9/30/2017	Technical memo, maps, and summary plan of rail corridor freight interaction and conflict assessment	Summer 2017
Rails with Trails	Tom Laws	2018	5/31/2018	Visual materials to be used for the other deliverables	Pending funding
Rails with Trails	Tom Laws	2018	9/30/2018	Narrative and storyboards for wayfinding strategy including phasing and implementation strategy	Pending funding
Rails with Trails	Tom Laws	2018	10/31/2018	Narrative and storyboards for bicycle/pedestrian in CIM 2040 2.0 describing vision	Pending funding
Rails with Trails	Tom Laws	2018	10/31/2017	Technical document of funding strategy with phasing options	To being at September meeting
Rails with Trails	Tom Laws	2018	10/31/2017	Technical summary of probable cost with phasing options	Underway, summer 2017

COMPASS FY2016 and FY2017 Work Group Deliverables Status Report as of March 3, 2017

Workgroup	Liaison	Fiscal Year	Estimated Completion Date	Deliverable	Status
Rails with Trails	Tom Laws	2018	12/31/2017	Timeline for implementation	Underway, summer 2017
Regional Geographic Advisory	Eric Adolfson	2017	10/31/2016	Review 2016 orthophotography projects and create report for recommended improvements, requirements and products for next acquisition.	Postponed to summer 2017
Regional Geographic Advisory	Eric Adolfson	2017	1/31/2017	Review new technology options for orthophotography	Postponed to summer 2017
Regional Geographic Advisory	Eric Adolfson	2017	3/31/2017	Coordinate use and updates of InfoUSA data and regional address points	Work is underway and on schedule
Regional Geographic Advisory	Eric Adolfson	2017	5/31/2017	Regional roadway routing dataset for emergency services cooperative input	Work is underway and on schedule
Regional Operations	Liisa Itkonen	2017	1/31/2017	Recommend travel time data collection methodology and performance analysis approach	Postponed to 2018/2019
Regional Operations	Liisa Itkonen	2017	1/31/2017	Update inventory of the ITS architecture, ITS devices, and communications inventory	Completed
Regional Operations	Liisa Itkonen	2017	6/30/2017	Complete ITS architecture, ITS devices and communications inventory and post information on website	On schedule
Regional Operations	Liisa Itkonen	2017	9/30/2017	Review final I-84 Detour Plan and online map	On schedule
Rural Prioritization Process	Toni Tisdale	2016	9/30/2016	Provide priority recommendations to RTAC for rural project priorities in each LHTAC rural program	Rural priorities recommended by RTAC at its 9/28/2016 meeting; adopted by the Board at its 10/15/2016 meeting
Rural Prioritization Process	Toni Tisdale	2017	9/30/2017	Provide priority recommendations to RTAC for rural project priorities in each LHTAC rural program	Recommendations scheduled to be presented to RTAC at 9/27/2017 meeting and the Board at its 10/16/17 meeting

EXECUTIVE COMMITTEE AGENDA ITEM VI-C

Date: July 11, 2017

Topic: Status Report - Regional Transportation Advisory Committee (RTAC)

Request/Recommendation:

Information Only.

Background/Summary:

RTAC bylaws outline the RTAC Chair will submit a monthly status report on RTAC activities to the COMPASS Executive Committee. Below is an outline of agenda items and actions from the **April 4, 2017** meeting.

ACTION ITEMS

A. Recommendation of Members' Unified Planning Work Program Requests

Sabrina Minshall reviewed member agencies project requests for FY2018 requiring over four work days of COMPASS staff time and/or direct dollars. Carl Miller discussed whether COMPASS's role in preparing for the 2020 Census should be considered as a core function of COMPASS in FY2018. After discussion, it was agreed by unanimous consent that the 2020 Census should be a COMPASS core function. Drew Alexander said Boise State is available to assist in the 2020 Census process.

After discussion, Clair Bowman moved and Gordon Bates seconded to support members' requests for FY2018 as presented for COMPASS Board approval (recommendations are bolded):

Canyon County

- Develop locally derived trip generation rates for wineries and agritourism uses, and accessory restaurant and retail uses, so that new or expanded uses are evaluated consistently by local or state highway agencies. **Proceed in FY2018, direct dollars for traffic counts, Canyon County, others participate if possible in direct costs.**

City of Middleton

- Route planning for public transportation; including above grade pedestrian crossing over SH44. Expected outcomes and deliverables to include rankings for public transportation route options and support for safe routes to school and a pedestrian crossing over the state highway. **Incorporate in regional public transportation work underway; coordinate through public transportation work group, work to be done in FY2017.**

ACHD

- Various ped/bike counts to support ACHD's efforts to perform before and after counts on Pedestrian and Bicycle projects. This request supports regional efforts to better understand the relationship between new facilities and the number of users. **Seek outside funding for counters per COMPASS Resource Development Plan; work with ACHD for installation staffing.**

City of Boise

- I-184 Connector, 23rd Street On-Ramp Feasibility Study- Study to assess feasibility of implementing an on-ramp to I-184 at or near 23rd Street in Boise. Anticipated to include concept design, construction cost estimate, traffic analysis and cost benefit analysis. **Work with stakeholder agencies in FY18 for scope and planning elements; Boise submit project development request with match funding if consultant resources needed for FY2019.**

City of Nampa

- Exploration and documentation of methodology of all agencies in Canyon County related to collection, analysis, and reporting of pavement conditions including questions such as 1) Who currently has one that is maintained to current? 2) What software is currently in use? 3) Who does not do PCI? 4) What does it take to get all Canyon County agencies using and maintaining PCI software? 5) How do we handle data conversion from the various systems now in use without asking anyone to change? A second phase could include the recommendation of a platform to bring all agencies into one system and data conversion with recommendations for data collection and funding for such data collection. **Begin work to be done with COMPASS staff in mid FY2018, form work group, scope full effort and seek outside funding; bring for UPWP consideration for FY2019.**

B. Approve Draft FY2018-2022 COMPASS Planning Area Program

Toni Tisdale reviewed 29 COMPASS planning area program applications ranked as eligible for federal-aid managed by COMPASS. Of those, staff recommends funding 10 and partially funding 3. After discussion, **Rhonda Jalbert moved and Clair Bowman seconded approval of the Draft FY2018-2022 COMPASS planning area program as presented:**

Funded:

- Canyon Highway District – Caldwell Midway Road Rehab – STP-U
- Nampa – Cherry Lane Rebuild – STP-U
- Nampa – Sherman Elementary Bike/Ped- STP-U
- Nampa – West Middle Bike/Ped – STP-U
- ACHD – Chinden 43rd Ped Crossing – TAP-TMA
- VRT/YMCA – YMCA SR2S – TAP-TMA
- Boise – Fairview Ave Greenbelt Ramp – TAP-TMA
- COMPASS – Travel Survey Data Collection – STP-TMA
- COMPASS – CIM 2050 – STP-TMA
- COMPASS – CIM2050 2.0 – STP-TMA and STP-U

Partial Funded:

- VRT – Rolling Stock – STP-TMA
- ACHD – Commuteride Van Replacement – STP-TMA
- Meridian – Eagle Road/SH 55 Ped/Bike – STP-TMA, TAP-TMA

C. Revisions to FY2018 CIM Implementation Grant Program

Kathy Parker requested RTAC revise their previous recommendation for FY2018 *Communities in Motion* (CIM) Implementation Grants to remove one recommended project (City of Boise, Fairview Avenue greenbelt ramp) recommended for federal funding instead and replacing it with partial funding for a parking lot project in the City of Kuna.

After discussion, **Nathan Leigh moved and Rhonda Jalbert seconded approving the revision to RTAC's previous recommendation by removing the City of Boise's project and replacing it with the City of Kuna project as requested for COMPASS Board approval. Motion passed unanimously.**

D. Recommend Amendment to FY2017-2021 Regional Transportation Improvement Program

Toni Tisdale presented an amendment to the FY2017-2021 Regional Transportation Improvement Program adding the Broadway Bridge scope of work to the bridge rehabilitation project and I-84 Sand Hollow interchange to SH-44 pavement rehabilitation for COMPASS Board approval. After discussion, **Nathan Leigh moved and Clair Bowman seconded to recommend the FY2017-2021 Regional Transportation Improvement Program amendment for COMPASS Board approval as presented. Motion passed unanimously.**

More Information:

- 1) Contact Liisa Itkonen, COMPASS Principal Planner, at (208) 475-2241 or likonen@compassidaho.org; or Jeff Barnes, RTAC Chair, at barnesj@cityofnampa.us or (208) 468-5521

EXECUTIVE COMMITTEE AGENDA ITEM VI-C

Date: July 11, 2017

Topic: Status Report - Regional Transportation Advisory Committee (RTAC)

Request/Recommendation:

Information Only.

Background/Summary:

RTAC bylaws outline the RTAC Chair will submit a monthly status report on RTAC activities to the COMPASS Executive Committee. Below is an outline of agenda items and actions from the **May 24, 2017** meeting.

ACTION ITEMS

Recommend amending Communities in Motion (CIM 2040) to add a widening project on I-84 in Canyon County to the CIM 2040 funded projects

In March 2017, the Idaho Legislature approved \$300 million in Grant Anticipation Revenue Vehicle (GARVEE) bonding, and in April the Idaho Transportation Board voted to use \$150 million of this bonding authority to widen Interstate 84 in Nampa from the Karcher Road (Midland Boulevard) interchange to the Franklin Boulevard interchange.

This project is part of the CIM 2040 unfunded (first priority project) widening I-84 from western Caldwell to Franklin Boulevard, and the amendment would move this portion of the corridor from the "unfunded" to the "funded" list of projects. The proposed improvements would widen I-84 in Nampa from the Karcher Road (Midland Boulevard) interchange to the Franklin Boulevard interchange from two lanes in each direction to three. The project also includes auxiliary lanes between Northside Boulevard and Franklin Boulevard and reconstruction of the Northside interchange, Karcher Road overpass, and Mason Creek culvert. Construction would likely begin in summer 2018 and be complete in approximately 2022.

Recommend Amending the FY2017-2021 TIP to add a widening project on I-84 in Canyon County to the FY2017-2021 TIP

In addition to amending Communities in Motion 2040, the TIP also needs to be amended to add this project to the federally funded transportation budget. This widening project does NOT affect the rehabilitation of the roadway surface from Franklin Road (Caldwell) to Franklin Boulevard (Nampa) that is scheduled to occur this summer. The rehabilitation is needed to continue to support traffic until the reconstruction is completed. ITD also requested to change funding on SH-45, Snake River bridge rehabilitation project from a state source to federal-aid, which requires COMPASS Board approval.

Recommend End-of-Year Priorities for FY2017

Federal highway funding not obligated within its program year must be returned to the Federal Highway Administration at the end of the fiscal year. The Idaho Transportation Department (ITD) develops an End-of-Year Program to ensure obligation of all available funds within programs statewide. Redistribution of unobligated funds from other states is also included in the

End-of-Year Program. COMPASS staff keeps an ongoing list of needs and programmed additional funding as cost savings on other projects were realized. Any remaining needs are added to the End-of-Year Program priority list.

The first priority is to increase all program obligation authority to 100% of the estimated allocation. This is to ensure all programmed projects receive full obligation. Additional needs in the Boise Urbanized Area were recommended by RTAC for Board approval and will be on the June COMPASS Board agenda.

INFORMATION ITEMS

Workshop – CIM 2040 2.0

COMPASS staff led a workshop on compiling transportation system components into packages of needed investments for CIM 2040 2.0. The workshop showcased progress since November; what is new in this plan update, and the work done by the respective workgroups in identifying individual component needs (bicycle/pedestrian, freight, public transportation, and roadway.) The workshop focused on the integration of the components into packages of projects that will be assessed for their impact on regional goals addressing the eight CIM elements (transportation, land use, community infrastructure, economic development, housing, health, open space, and farm land).

Staff provided an overview of the process to build transportation packages, as well as the Performance Measure Framework, both of which were discussed in detail in the April 28, 2017, Performance Measure Workgroup meeting. The workshop concluded with a look at the CIM 2040 2.0 schedule through plan adoption.

Review of the Draft FY2018-2022 TIP

COMPASS staff requested review of the draft FY2018-2022 TIP (includes ITD projects) prior to public comment period. A summary of major changes from the current TIP were also provided. The draft TIP will go to the COMPASS Board at the June Board meeting for information and then be released for public involvement.

More Information:

- 1) Contact Liisa Itkonen, COMPASS Principal Planner, at litkonen@compassidaho.org or (208) 475-2241; Jeff Barnes, Staff Engineer, City of Nampa, at barnesj@cityofnampa.us or (208) 468-5521

EXECUTIVE COMMITTEE AGENDA ITEM VI-C

Date: July 11, 2017

Topic: Status Report - Regional Transportation Advisory Committee (RTAC)

Request/Recommendation:

Information Only.

Background/Summary:

RTAC Bylaws outline the RTAC Chair will submit a monthly status report on RTAC activities to the COMPASS Executive Committee. Below is an outline of agenda items and actions from the **June 28, 2017**, meeting.

ACTION ITEMS

No action items.

INFORMATION ITEMS

Status Report – Project Application Ranking Process

COMPASS staff reviewed the current process to prioritize project applications – using paired comparison by RTAC as a whole via the COMPASS Audience Response System – and led a discussion on ways to improve the process to make more efficient use of RTAC members' time.

Based on the discussion, COMPASS staff will prepare a proposal for modifications to the project application ranking process, including the ability to use an online grant management software, survey tools, and/or the Audience Response System as ranking tools, while maintaining paired comparison as a ranking method. This proposal will be presented to RTAC in July for recommendation to the COMPASS Board for action in August.

Review of the Development of *Communities in Motion 2040 2.0* (CIM 2040 2.0) Transportation Investment Packages

COMPASS staff presented an overview of the process of combining transportation needs, including maintenance needs, into groups ("packages") of projects and discussed how this process relates to the existing "focus on maintenance" policy for federal transportation funds.

COMPASS staff will provide more information to RTAC in July about the transportation needs individual workgroups have identified for transportation system components (bicycle/pedestrian, freight, public transportation, and roadways), and present options for and examples of "packaging" needs into projects, also considering the CIM 2040 unfunded priority corridors.

More Information:

- 1) Contact Liisa Itkonen, COMPASS Principal Planner, at (208)475-2241 or litkonen@compassidaho.org or Jeff Barnes, Staff Engineer, City of Nampa, at (208) 468-5521 or barnesj@cityofnampa.us