

Table of Contents

Agenda	2
ACTION: Regional Advisory Council Minutes from January 19, 2021 Meeting	
MINUTES - RAC Meeting 01-19-2021	4
ACTION: Canyon County Rides 2 Wellness Update	
MEMO - Rides 2 Wellness Update	6
INFORMATION: COMPASS High-Capacity Transit Survey	
COMPASS High-Capacity Transit Survey	7
INFORMATION: COMPASS Coordinated Public Transit-Human Services Transportation Plan (Coordinated Plan)	
MEMO - Coordinated Public Transit-Human Services Transportation Plan COMPASS.	8
INFORMATION: Transportation Development Plan Update	
MEMO - Transportation Development Plan Update.	9
ATTACHMENT 1 - Draft schedule of Tasks and Responsibilities	11
INFORMATION: ACHD Integrated 5-Year Work Program Prioritization	
MEMO - ACHD Integrated 5-Year Work Program Prioritization.	15
ACHD Integrated 5-Year Work Program Prioritization List	16
INFORMATION: FY2021 Bus Stop Improvements	
MEMO - FY2021 Bus Stop Improvements	21
INFORMATION: Neighborhood Based Coordination Committee Update	
MEMO - Walk and Talk Event	24
ATTACHMENT 1 - Walk and Talk Event Plan	25
ATTACHMENT 2 - Walk and Talk Participation.	27
INFORMATION: Canyon County On-Demand Transit Update	
MEMO - On-Demand Transit	29
INFORMATION: Department/Staff Reports	
REPORT - Executive Director.	31
REPORT - Development Department.	33
REPORT - Operations Department.	36
REPORT - Finance Department	40
REPORT - Programs and Marketing	41
REPORT - Community Relations	43
REPORT - Fleet Underwriting.	44
REPORT - City Go	45

Regional Advisory Council Agenda

Tuesday, February 16, 2021

9:00 AM

Please join the meeting by following this link: [Click here to join the meeting](#)
or dial in at 469-965-2358 - Conference ID: 251 449 299#

If you would prefer to attend in person, seating will be limited to accommodate social distancing.
Face coverings are required. VRT Board Room – 700 NE 2nd Street – Meridian, Idaho

I. CALLING OF THE ROLL

Chair Walter Steed

- Welcome and Customer/Constituent Experiences
- Member and Committee Reports and Updates – Reports/Liaisons with Other Groups

The website for the ACHD ADA Advisory Committee is:

<http://www.achdidaho.org/Departments/Committees/ADA.aspx>

II. AGENDA ADDITIONS/CHANGES

III. PUBLIC COMMENTS (Comments will be limited to no more than three (3) minutes.)

IV. CONSENT AGENDA

Items on the Consent Agenda are Action Items and will be enacted by one motion. There will be no separate discussion on these items unless a Regional Advisory Council Member requests the item be removed from the Consent Agenda and placed under Action Items.

A. ACTION: Regional Advisory Council Minutes from January 19, 2021 Meeting 0 Pages 4-5

The RAC is asked to consider approval of the minutes from the January 19, 2021 Regional Advisory Council meeting.

V. ACTION ITEMS

A. ACTION: Canyon County Rides 2 Wellness Update 0

Page 6

Kelli Badesheim

Kelli Badesheim is asking the RAC to provide an advisory recommendation to the VRT Executive Board to allocate funding for the first year of the Rides 2 Wellness expansion in Canyon County. Leslie Pedrosa will present an update on the implementation for Rides 2 Wellness Canyon County expansion.

VI. INFORMATION ITEMS

A. INFORMATION: COMPASS High-Capacity Transit Survey 0

Page 7

Rachel Haukkala

Rachel Haukkala, from COMPASS, will preview the survey and share how “high-capacity” transit could fit within the larger transportation system and ValleyConnect 2.0, what type of options are being considered, and how survey responses will be used.

B. INFORMATION: COMPASS Coordinated Public Transit-Human Services Transportation Plan

(Coordinated Plan) Ø

Page 8

Rachel Haukkala

Rachel Haukkala will continue discussions on the Coordinated Plan. She will lead a discussion with the RAC to build the foundation for this project. The goal is to identify customers, desired outcomes, and success measures for this plan.

C. INFORMATION: Transportation Development Plan Update Ø

Pages 9-14

Stephen Hunt

Stephen Hunt will provide an update on the Executive Board workshops and discuss the role of the Regional Advisory Council in the development of the Transportation Development Plan (TDP) and other planning processes.

D. INFORMATION: ACHD Integrated 5-Year Work Program Prioritization Ø Page 15-20

Stephen Hunt

Staff will discuss the invitation from ACHD participate in their prioritization process and present a draft list for discussion.

E. INFORMATION: FY2021 Bus Stop Improvements Ø

Pages 21-23

Joe Guenther

Update on proposed FY2021 Improvements including ADA improvements, amenities, Boise Neighborhood Investment Grant projects, and CCDC Fairview and Main transit islands.

F. INFORMATION: Neighborhood Based Coordination Committee Update Ø Pages 24-28

Mary Beth

Mary Beth Nutting will provide an update of the activities of the Neighborhood Based Coordination Committee and lead a discussion on the Walk and Talk Event Plan.

G. INFORMATION: Canyon County On-Demand Transit Update Ø

Pages 29-30

Leslie Pedrosa

Leslie Pedrosa will present an update on the on-demand transit in Canyon County.

H. INFORMATION: Topics for Discussion

Members of the Regional Advisory Council will have the opportunity to bring up topics they would like to be considered as a future agenda item.

VII. DEPARTMENT/STAFF REPORTS

A. INFORMATION: Department/Staff Reports Ø

Pages 31-46

The most current department/staff reports were included in the packet for information.

VIII. ADJOURNMENT

Ø = Attachment

Agenda order is subject to change.

NEXT REGIONAL ADVISORY COUNCIL MEETING:

March 16, 2021

VRT Boardroom

700 NE 2nd Street

Meridian, ID 83642

For questions or comments regarding this agenda, please contact Kelli Badesheim at (208) 258-2712 or email kbadesheim@valleyregionaltransit.org

Arrangements for auxiliary aids and services necessary for effective communication for qualified persons with disabilities or language assistance requests need to be made as soon as possible, but no later than three working days before the scheduled meeting. Please contact Mark Carnopis, Community Relations Manager at 258-2702 if an auxiliary aid is needed.



Regional Advisory Council Minutes

Tuesday, January 19, 2021

9:00 AM

MEMBERS PRESENT	MEMBERS ABSENT	OTHERS
Lisa Brady	Deborah Allen	Kelli Badesheim, VRT
Susan Bradley	Kelly Berg	Mark Carnopis, VRT
Terri Lindenberg	Randy Johnson	Paula Cromie, VRT
Jeremy Maxand	Samantha Kenney	Jeannette Ezell, VRT
Mary Beth Nutting	Salome Mwangi	Joe Guenther, VRT
Walter Steed		Rachel Haukkala, COMPASS
		Stephen Hunt, VRT
		Nick Moran, VRT
		James Mundell, VRT
		Leslie Pedrosa, VRT
		Randy Reese
		Jill Reyes, VRT
		Alissa Taysom, VRT
		Kevin Womack, VRT

CALLING OF THE ROLL – Chair Walter Steed called the meeting to order at 9:00 a.m. with a quorum present.

AGENDA ADDITIONS/CHANGES - None

PUBLIC COMMENTS - None

CONSENT AGENDA

Consent Agenda consisted of the following:

ACTION: Minutes of the December 15, 2020 Meeting

Jeremy Maxand moved to approve the consent agenda as presented; Lisa Brady seconded. The motion passed unanimously.

ACTION ITEMS

There were no action items.

INFORMATION ITEMS

INFORMATION: Coordinated Plan - Human Services Transportation Plan

Rachel Haukkala, from COMPASS, presented the Coordinated Plan regarding the Human Services Transportation Plan.

INFORMATION: Neighborhood Collaboration Committee Update

Mary Beth Nutting provided an update on the Neighborhood Collaboration Committee. Lisa Brady and Jeremy Maxand provided information on the State Street corridor and the issues that persons with disabilities face in that area.

INFORMATION: State Street Survey and Accessibility

Mark Carnopis led a discussion on the findings concerning the limited accessibility of the current online State Street public survey. He was addressing the issue of accessibility to the survey by those with visual or motor skill limitations.

INFORMATION: Rides 2 Wellness Update

Kelli Badesheim presented an update on the design and proposed implementation for Rides 2 Wellness Canyon County expansion.

INFORMATION: Canyon County On-Demand Transit Update

Leslie Pedrosa presented an update on the on-demand transit in Canyon County.

INFORMATION: Transit On-Board Survey

Alissa Taysom provided an update on the FY 2021 Transit On-Board survey for input on the development of the survey.

INFORMATION: Map of Ridership by Bus Stop

Alissa Taysom discussed the stop-level ridership on the average daily pre-pandemic stop ridership from July 2019 through February 2020. Staff selected pre-pandemic data to ensure that ridership levels are not skewed by the drop in ridership caused by the pandemic and ensuing service reductions.

INFORMATION: Topics for Discussion

Members of the Regional Advisory Council had the opportunity to bring up topics they would like to be considered as a future agenda item.

INFORMATION: Department/Staff Reports

A copy of the most recent department/staff reports was included in the packet for information.

ADJOURNMENT – Jeremy Maxand moved to adjourn the meeting at 10:50 a.m.; Susan Bradley seconded. The motion passed unanimously.

NEXT REGIONAL ADVISORY COUNCIL MEETING:

February 16, 2021

VRT Boardroom (Meeting will be held virtually)

700 NE 2nd Street

Meridian, ID 83642



TOPIC	Rides 2 Wellness Canyon Expansion
DATE	February 4, 2021
STAFF MEMEBER	Kelli Badesheim

Summary

VRT staff initiated a project with healthcare systems and providers to design an expansion of Rides 2 Wellness in Canyon County. The RAC received an update on the Canyon County Rides 2 Wellness expansion at the January 19, 2021 meeting. The need for this service in Canyon County has increased since the COVID-19 pandemic. The need for Rides 2 Wellness in Canyon County, to ensure vulnerable populations can have access to important health care and wellness supportive activities.

VRT is proposing to launch the first year as a pilot with VRT Canyon County CARES funding in an amount not to exceed \$60,000. The CARES funding is eligible. In fact, these projects are encouraged and considered “incidental use” in partnership with other agencies, because it helps address gaps in service to health care and other health-related services. VRT has strong support from our Canyon County health providers. We have a good record of these partners funding our Ada County services. The use of CARES funding gives us a chance to consider the first year in a very experimental way and adapt the services as we learn more about what is working and what isn’t. The target date for launch is mid-March 2021.

Staff Recommendation/Request

Staff is requesting the RAC recommend the VRT Executive Board approve using Canyon County CARES funding for the first year of Rides 2 Wellness in Canyon County.

Implication (policy and/or financial)

Transportation supporting access to healthcare and other wellness-related activities is a key social influencer of health outcomes in a community. Canyon County has very limited options for residents with low income or other risks and barriers to access this important need. The CARES funding proposed is currently unallocated for other projects and will ensure these funds are spent in strategic ways to support needs during this health crisis.

Highlights

- Project team formed in October 2020
- Project schedule has been adjusted to launch in March 2021
- Project team will be focusing finalizing the outreach and securing community support for the long-term funding through the remainder of 2021
- Executive Board will consider approving use of CARES funding at their March meeting

More Information

Attachments:

For detailed information contact: Kelli Badesheim, Executive Director, 208.258.2712, kbadesheim@valleyregionaltransit.org.

Working together to plan for the future

REGIONAL ADVISORY COUNCIL

Date: February 16, 2021

Topic: COMPASS High-Capacity Transit Survey

Request:

This is an information item only.

Summary:

The Community Planning Association of Southwest Idaho (COMPASS) is updating its long-range transportation plan, *Communities in Motion 2040 2.0*, to plan for the year 2050. As part of this process, COMPASS is exploring high-capacity transit as one aspect of the valley's future transportation system and is asking the public to complete a short online survey to share how this type of service could best serve their needs.

COMPASS staff will preview the survey and share how "high-capacity" transit could fit within the larger transportation system and ValleyConnect 2.0, what type of options are being considered, and how survey responses will be used.

Visit www.compassidaho.org to learn more and take the survey by February 27, then share the link with friends and family. The survey is available in both English and Spanish, as well as a screen-reader compatible version, and a paper copy can be requested.

More Information:

- 1) Visit the COMPASS website for the survey and additional information:
www.compassidaho.org
- 2) Link to *Treasure Valley High Capacity Transit Study Update* (July 2020):
https://www.compassidaho.org/documents/planning/studies/Treasure_Valley_High_Capacity_Transit_Study_2020_Update_Final0907.pdf
- 3) For detailed information contact: Rachel Haukkala, Associate Planner, at
rhaukkala@compassidaho.org

Working together to plan for the future

REGIONAL ADVISORY COUNCIL

Date: February 16, 2021

Topic: Coordinated Public Transit-Human Services Transportation Plan

Request:

This is a discussion item only.

Summary:

At the January Regional Advisory Council meeting, the Community Planning Association of Southwest Idaho (COMPASS) staff presented an introduction to the Coordinated Public Transit-Human Services Transportation Plan (or "Coordinated Plan"), and proposed RAC involvement. This plan will identify transportation needs of individuals with disabilities, older adults, and people with low incomes, then provide strategies for meeting those needs and prioritize transportation services and programs for funding and implementation.

To continue our work on the Coordinated Plan, COMPASS staff will lead a discussion with the RAC to build the foundation for this project. The goal is to identify customers, desired outcomes, and success measures for this plan. Discussion questions will include the following:

1. Who are the customers for this plan and planning process?
2. How can we incorporate diversity, equity, and inclusion throughout this planning process and plan?
3. What are the desired outcomes for this planning process and for the implementation of this plan?
4. How do we determine success for this plan, and the planning process to develop it?

In preparation for this meeting, RAC members are asked to consider the information presented at the January RAC meeting, the links to past Coordinated Plans (provided below), and prepare for these questions before the meeting.

More Information:

- 1) Links to past Coordinated Plans:
 - a. 2007 *Transportation Service Coordination Plan* ([link](#))
 - b. 2009 *Local Mobility Management Network 3C Mobility Plan* ([link](#))
 - c. 2011 *Idaho Local Mobility Management Network 3C Mobility Plan* ([link](#))
 - d. 2013 *Transportation Service Coordination Plan for Ada and Canyon Counties* ([link](#))
 - e. 2014 Update - *Transportation Service Coordination Plan for Ada and Canyon Counties* ([link](#))
 - f. 2018 *ValleyConnect 2.0* reference ([link](#) - see pages 66-67)
- 2) For detailed information contact: Rachel Haukkala, Associate Planner, or rhaukkala@compassidaho.org.



TOPIC	Transportation Development Plan Update
DATE	January 26, 2021
STAFF MEMBER	Stephen Hunt

Summary

In January 2021, the Executive Board initiated a series of workshops to establish the forums and processes to improve regional planning and prioritization. These workshops will align the tasks and decisions for the five-year Transportation Development Plan, the annual VRT budget development, and annual service changes. These workshops are occurring simultaneously with the current year budget development and service change processes.

Executive Board Workshop

As an introduction to the regional planning and prioritization process, the January Executive Board workshop reviewed how ValleyConnect 2.0, the local cost allocation methodology and drafting the Transportation Development Plan all impact how projects are scoped, scheduled and delivered. The workshop also provided an overview of the types of revenues VRT uses and its annual development process and confirmed the need for a prioritization process.

The February workshop discussed the schedule and identified the role of the Executive and Full Board, the Regional Advisory Committee (RAC), and staff. There are several opportunities for input identified from the RAC.

Attachment 1 is a draft schedule of tasks and responsibilities that the workshop will discuss. The table is intended to illustrate the interdependencies of the TDP, budget development, service changes and the local cost allocation methodology.

Staff Recommendation/Request

Information/Discussion item: There is no action on this item. It is a discussion item only.

Implication (policy and/or financial)

The approach VRT staff are taking on the development of a TDP, budget, and service plans for the next few years ensures transparency, inclusion. The processes developed will address many organizational weaknesses VRT was already working to address.

Highlights

- FY 2018 VRT Board adopts ValleyConnect 2.0, which identifies the current gap between current services and planned levels of service in Communities in Motion 2.0.
- FY 2020 VRT Board approves update Local Cost Allocation Methodology which developed an objective approach to determining the local share of VRT's funding partners.
- FY 2020 VRT embarked on the first attempt at a five-year service and capital Transportation Development Plan (TDP) to guide service and capital investments over the next 5 years.

Schedule:

Spring 2020	CARES funding grants executed
June 2020	Resiliency Action Plan Guiding Principles accepted by Executive Board
August 2020	VRT Board adopted FY2021 Budget
Oct./Nov. 2020	First round outreach to jurisdictions funding
Nov 2020	Updated local cost allocation methodology w/CARES funding
Nov./Dec. 2020	Second round outreach to local
January 2021	VRT Board approved Strategic Direction Guidance
	Executive Board – Workshop #1 Overview
Jan./Feb. 2021	Third round outreach to local jurisdictions
	Conduct Workshops #1 and #2 – Establish Forums and Processes
April - June 2021	Continued outreach to local jurisdictions on FY2022 budget
August 2021	Final VRT FY2022 Budget
Fall/Winter 2022	Apply new forums/procedures to FY 2023 budget development

Attachments

Attachment 1 Resiliency Action Plan Strategic Direction Overview

Attachment 2 Draft Schedule of Tasks and Responsibilities

More Information

For detailed information contact: Stephen Hunt, Development Director, 208.258.2701,
shunt@valleyregionaltransit.org

The following tables illustrate how the roles and responsibilities of Executive and Full Board, the Regional Advisory Committee, a new Regional Transit Committee and agency/jurisdiction staff or subcommittees of the Regional Transit Committee work together to complete the Transportation Development Plan (TDP), annual service changes and budget development.

Consolidated Schedule by Quarter (overview)

	Q1	Q2	Q3	Q4
5YR TDP*	Initiate/Priorities	Draft Update	Revise	Finalize
SC* Planning	Draft Concepts	Draft Proposal	Revise	Finalize
SC* Implementation	Contracts	Bid	Construct	Schedule & Train
Budget Development	Assumptions	Cost Allocation	Discussions	Finalize

*TDP= Transportation Development Plan, SC = Service Change

Consolidated Schedule by Quarter (detail)

		Q1		
		Oct	Nov	Dec
Board (Full or Executive)	TPD*	Full: Approve 5YR TDP		
	SC P*			
	SC I*		Exc: Approve 3 rd party contracts for design, permitting etc.	
	BD*			
Regional Advisory Committee (RAC)	TPD*			
	SC P*		Review service concepts	
	SC I*			
	BD*			
Regional Transit Committee	TPD*			Initial review of priorities for Yrs. 3-5
	SC P*		Review service concepts	
	SC I*			
	BD*			
Staff/Sub Committee	TPD*		Confirm assumptions	
	SC P*	Review service concepts in TDP	Draft service change proposals	Draft service change proposals
	SC I*	Bid Design, permitting etc. contract		
	BD*			Review proposed projects/programs from TDP & Service Change Plan

*TDP = Transportation Development Plan, SC P = Service Change Planning, SC I = Service Change Implementation, B = Budget Development

Attachment 2 Draft Schedule of Tasks and Responsibilities

Consolidated Schedule by Quarter (overview)

	Q1	Q2	Q3	Q4
5YR TDP*	Initiate/Priorities	Draft Update	Revise	Finalize
SC* Planning	Draft Concepts	Draft Proposal	Revise	Finalize
SC* Implementation	Contracts	Bid	Construct	Schedule & Train
Budget Development	Assumptions	Cost Allocation	Discussions	Finalize

*TDP= Transportation Development Plan, SC = Service Change

Consolidated Schedule by Quarter (detail)

		Q2		
		Jan	Feb	Mar
Board (Full or Executive)	TPD*		Exc: Review TDP priorities	
	SC P*	Full: Approve service change concepts		
	SC I*			
	BD*			
Regional Advisory Committee (RAC)	TPD*	Review & Comment on TDP priorities		
	SC P*		Review of draft proposals	
	SC I*			
	BD*			
Regional Transit Committee	TPD*			
	SC P*		Review draft proposals	
	SC I*			Identify any emergency changes
	BD*			Review prelim. expenses and local contribution requests
Staff/Sub Committee	TPD*	Begin developing 1 st draft	Develop 1 st draft	Develop 1 st draft
	SC P*	Draft service change proposal		Revise service change proposals
	SC I*			Bid construction contract
	BD*	Update revenue projections	Develop expense budgets	Allocate revenue to budgets

*TDP = Transportation Development Plan, SC P = Service Change Planning, SC I = Service Change Implementation, B = Budget Development

Attachment 2 Draft Schedule of Tasks and Responsibilities

Consolidated Schedule by Quarter (overview)

	Q1	Q2	Q3	Q4
5YR TDP*	Initiate/Priorities	Draft Update	Revise	Finalize
SC* Planning	Draft Concepts	Draft Proposal	Revise	Finalize
SC* Implementation	Contracts	Bid	Construct	Schedule & Train
Budget Development	Assumptions	Cost Allocation	Discussions	Finalize

*TDP= Transportation Development Plan, SC = Service Change

Consolidated Schedule by Quarter (detail)

		Q3		
		Apr	May	Jun
Board (Full or Executive)	TPD*	Full: Approves TDP priorities	Exc: Review & release 1 st draft to public	
	SC P*	Full: Service change update	Exc: Review & release draft proposal to public	
	SC I*	Full: Approve Construction procurement Full: Information on emergency changes	Exc: Review & release draft emergency changes to public	
	BD*		Exc: Review prelim. budget	Exc: Review prelim. budget
Regional Advisory Committee (RAC)	TPD*	Provide comment to Exc. Board on draft TDP		
	SC P*			
	SC I*	Discuss emergency changes	Review draft emergency changes	
	BD*			
Regional Transit Committee	TPD*	Review draft TDP		
	SC P*			
	SC I*			
	BD*			
Staff/Sub Committee	TPD*		Conduct public outreach	Develop final draft
	SC P*	Finalize service change proposal	Conduct public outreach	Draft final proposal
	SC I*	Draft emergency changes	Conduct public outreach	Draft final emergency changes
	BD*			

*TDP = Transportation Development Plan, SC P = Service Change Planning, SC I = Service Change Implementation, B = Budget Development

Attachment 2 Draft Schedule of Tasks and Responsibilities

Consolidated Schedule by Quarter (overview)

	Q1	Q2	Q3	Q4
5YR TDP*	Initiate/Priorities	Draft Update	Revise	Finalize
SC* Planning	Draft Concepts	Draft Proposal	Revise	Finalize
SC* Implementation	Contracts	Bid	Construct	Schedule & Train
Budget Development	Assumptions	Cost Allocation	Discussions	Finalize

*TDP= Transportation Development Plan, SC = Service Change

Consolidated Schedule by Quarter (detail)

		Q4		
		Jul	Aug	Sep
Board (Full or Executive)	TPD*		Full: Review final draft TDP	
	SC P*		Full: Approve service change proposal	
	SC I*		Full: Approve any emergency changes	
	BD*	Exc: Review final budget & set public hearing date	Full: Budget public hearing and approve budget	
Regional Advisory Committee (RAC)	TPD*	Review public comment and final draft TDP and provide comment to Full board		
	SC P*	Review and comment on final service change proposal		
	SC I*	Review and comment on emergency changes		
	BD*			
Regional Transit Committee	TPD*	Review public comment and final draft TDP		
	SC P*	Review and comment on final service change proposal		
	SC I*	Review and comment on emergency changes		
	BD*			
Staff/Sub Committee	TPD*	Prepare final draft TDP for Full Board		
	SC P*	Prepare final service change proposal for Full Board	Prepare design permitting etc. RFP	
	SC I*	Construction management, service scheduling, operator training. Implement service change (including emergency changes) Oct 1st		
	BD*		Prepare Cooperative agreements	Send agreements for signature 10/1

*TDP = Transportation Development Plan, SC P = Service Change Planning, SC I = Service Change Implementation, B = Budget Development



TOPIC	ACHD Integrated 5-Year Work Program Prioritization
DATE	January 26, 2021
STAFF MEMEBER	Stephen Hunt

Summary

Each year the Ada County Highway District (ACHD) invites agencies, jurisdictions and stakeholders across the county to identify their priority projects within the ACHD work program. These local priorities are used to help determine how the projects in the ACHD Integrated 5-Year Work Program are prioritized. This year ACHD has invited VRT to participate in this prioritization process.

ACHD requires agencies and jurisdictions to submit their prioritization lists through their governing bodies. VRT staff will coordinate input from local jurisdictions and the Regional Advisory Council and present a list of prioritized transit related projects for the Executive Board to consider at their March board meeting.

Staff Recommendation/Request

Information/Discussion item: Staff will present draft prioritization list and prioritization methods. Future years will provide more opportunity to review and develop the list. This is a discussion item only.

Implication (policy and/or financial)

The opportunity to share VRT's priorities with ACHD could lead to greater efficiencies in project delivery and better coordinated improvements to the traveling public.

Highlights

- January 2021 ACHD invited VRT to provide input on the prioritization of projects in their Integrated 5-Year Work Program

Schedule:

January 2021	ACHD issued their invitation
February 2021	VRT staff solicit input from stakeholders and prepare prioritized list of projects for Regional Advisory Committee and Executive Board consideration
March 2021	VRT Executive Board considers approval of prioritized list

More Information

For detailed information contact: Stephen Hunt, Development Director, 208.258.2701, shunt@valleyregionaltransit.org

Valley Regional Transit (VRT) 2021 Prioritization Request Form

Roads & Intersections

Draft Rank	project name	Project description	Other Agency Priorities (#)
1	Main and Fairview Transit Islands	Constructin transit islands along both Main and Fairview between 17th and Whitewater Park Boulevard. These islands would reduce conflict between transit, pedestrians and cyclists. This is a project currently underway in partnership with CCDC, City of Boise and ACHD. (Routes 6,	No
2	State and Glenwood intersection improvements	This would build on the City of Boise project and include redesigning the bus stop at Gary and Bunch to better integrate the bike lane and bus layover. (Routes 9, 12)	Boise (8), Garden City (8)
3	State and Saxton intersection improvements	This would build curb, sidewalk and gutter to make accessing the crosswalk across State St at Saxton more accessible and safer. Walmart is a popular destination for transit riders and the current sidewalk ends before the	No
4	State and Pierce Park	Resdesign of Pierce Park intersection with improved pedestrian, bicycle, and transit infrastructure consistent with the TTOP and subsequent State Street coordination work including the up-coming State Street Transit	Ada County (17), Boise (1)
5	State and Bogart	Redesign of Bogart and State St intersection to allow for Bus pullout and stop on State at Saxton. This would support increased development at Bogart and make transit service accessible and supports other pedestrian improvements on Bogart. It would also build on the vision in the State Street TTOP and subsequent State Street coordination work including the up-coming State Street	No
6	State Street, Glenwood/Pierce Park Ln	Widen State St to 7 lanes between Glenwood and Hertford with HOV/transit lanes, curb, gutter, sidewalk and bike lanes per the State Street TTOP and subsequent State Street coordination work including the up-coming State Street Transit Operational Analysis. (Route 9)	Ada County (20), Boise (2)
7	State Street, Pierce Park Ln/Collister	Widen State St to 7 lanes with HOV/transit lanes, curb, gutter, sidewalk and bike lanes, in accordance with the State St TTOP and subsequent State Street coordination work including the up-coming State Street Transit	Ada County (21), Boise (7)
8	State Street, Collister Dr/36th St	Widen State St to 7 lanes with HOV/transit lanes, curb, gutter, sidewalk and bike lanes, in accordance with the State St TTOP and subsequent State Street coordination work including the up-coming State Street Transit	Ada County (19), Boise (6)
9	State Street, 36th St/ 27th St	Widen State St to 7 lanes with HOV/transit lanes, curb, gutter, sidewalk and bike lanes, in accordance with the State St TTOP and subsequent State Street coordination work including the up-coming State Street Transit Operational Analysis. (Route 9)	Ada County (18), Boise (5)

Draft Rank	project name	Project description	Other Agency Priorities (#)
10	Fairview Ave Corridor Development	Improve bicycle, pedestrian and transit amenities along Fairview Ave between Records Ave and Orchard. This would include completing pedestrian amenities between Milwaukee and Records and may include transit signal priority and other access management treatments. VRT will be initiating a study to review transit stops and amenities along Fairview and opportunities for further transit expansion (route 7A, 7B)	Meridian (37)
11	Pedestrian facilities on Emerald	Sidewalk on Emerald between Orchard and Curtis (Route 5) no sidewalk currently	No
12	Pedestrian facilities on Emerald	Sidewalk on Emerald between Orchard and Curtis (Route 5) no sidewalk currently	No
13	Pedestrian facilities on Overland	Sidewalk on Overland between Ten Mile and Linder (Route 40, 42) no sidewalk currently	No
14	Lincoln Ave & Belmont St Pedestrian Crossing	The Lincoln Avenue and Belmont Street intersection is adjacent to a parking structure and student housing. As such, it has high volumes of automobiles and pedestrians. This project is to create a raised pedestrian crossing on the south leg of the intersection, with center refuge and RRFB. (Route 1, 29, 40, 43, 45)	Boise State University (2)
15	Beacon St & Grant Ave Pedestrian Crossing	Additional pedestrian crossing improvements along Beacon Street. Striping and bulb-outs may be a reasonable solution until additional volumes are experienced. (Route 1, 29, 40, 43, 45)	Boise State University (6)
16	Overland Rd & Vista Ave Intersection Improvement	Install an enhanced pedestrian crossing (rectangular rapid flashing beacon) on Vista at Overland (NW corner free-right turn). (Routes 3, 29)	Boise School District (16)
17	Overland Rd and Phillippi St Pedestrian Crossing	Install an enhanced pedestrian crossing (pedestrian hybrid beacon) on Overland Rd at Phillippi St. (Routes 6, 29)	Boise (1) - Community Program
18	Chinden and Glenwood intersection redesign	The intersection of Glenwood and Chinden does not function well for any mode of transportation, particularly those needing ADA accessible routes, bicyclists, and pedestrians. (Routes 8x, 12)	Garden City (9)
19	Pedestrian and bicycle facilities on Glenwood, Chinden to Goddard	Pedestrian improvements on Glenwood between Chinden and Goddard, potential multi-use path. (Route 12, 8X)	Boise (61) - Community programs, Garden City (57) - Community programs

Draft Rank	project name	Project description	Other Agency Priorities (#)
20	Broadway Ave/Avenue B and Idaho St/Warm Springs Ave Intersection Modifications	Modify intersection to improve safety for all users in accordance with the Broadway Ave / Avenue B and Idaho St / Warm Springs Ave Concept Design. (Routes 2, 17)	Boise (16)
21	Boise Ave & Linden St Pedestrian Crossing	Install an enhanced pedestrian crossing on Boise Ave near Linden to provide a safe crossing of connectivity from Timberline High School to the shopping complex. Install luminaries at Boise Ave and Linden St. (Route 2)	Boise School District (50) - Community Programs
22	Broadway Ave & Boise Ave Intersection Modifications	Improve intersection for bikes and pedestrians in accordance with the Southeast Boise Neighborhood Plan. Includes accessible pedestrian signal. (Route 2)	Boise (69) - Community Programs
23	Pedestrian facilities on Maple Grove	Sidewalk on Maple Grove between Edna and Cory Ln (Route 12) sidewalk on one side only currently	No
24	Pedestrian facilities on Goddard	Sidewalk on Goddard between Glenwood and Milwaukee (Route 12) sidewalk on one side only currently should be improved with the City of Boise linear park planned along Goddard	No
25	43rd and Chinden Enhanced Pedestrian Crossing	Enhanced pedestrian crossing at 43rd to facilitate access to bus stop on Chinden (Route 8X)	Garden City (5)
26	33rd and Chinden Enhanced Pedestrian Crossing	Enhanced pedestrian crossing at 33rd to facilitate access to bus stop on Chinden (Route 8X)	Garden City (4)
27	Broadway Ave, Richmond St Federal Way	Complete Multi-Use Pathway on the east and west sides of Broadway Ave from Richmond to Federal Way. (Route 2)	Boise (12) - Community Programs
28	Overland Rd & Linder Rd Intersection Improvements	Widen and signalize intersection to 5 lanes on Linder Rd and 6 lanes on Overland Rd ensure safe bicycle and pedestrian crossings (Route 40, 42)	Meridian (22)
29	Pedestrian facilities on W Hill Rd	Sidewalk on W Hill Rd between W Castle Dr and Collister (Route 10) sidewalk on one side only currently	No
30	Pedestrian facilities on Franklin	Sidewalk on Franklin between Allumbaugh and Cole (Route 28) sidewalk on one side only currently	No
31	Warm Springs Ave & Old Penitentiary Rd Pedestrian Crossing	Enhanced Pedestrian Crossing on Warm Springs at Old Penitentiary (Route 17)	Boise (38) - Community Programs

Draft Rank	project name	Project description	Other Agency Priorities (#)
32	Orchard St realignment, Gowen Rd to Victory	Widen/Realign Orchard St to 5 lanes with curb, gutter, sidewalk and level 3 bike facility from Gowen Rd to Victory. This project will impact VRT's access to its maintenance facility. This project has the potential to have a large impact on VRT operations as all fixed route services in Ada County come out of this facility.	No

Community Programs

Draft Rank	project name	Project description	Other Agency Priorities (#)
1	Pedestrian facilities on Allumbaugh	Sidewalk on Allumbaugh between Fairview and Northview on at least one side (Route 7A, 7B) no sidewalk currently	Boise School District (4)
2	Pedestrian facilities on Nez Perce	Sidewalk on Nez Perce between Columbus and Vista (Route 3) no sidewalk currently	Boise (16)
3	Pedestrian facilities on W Ellens Ferry	Sidewalk on W Ellens Ferry Dr between State St and W Port Pl (Routes 9 & 10) sidewalk on one side only currently	No
4	Pedestrian facilities on Garden St	Bicycle and pedestrian improvements on Garden from Franklin to Emerald (Route 5) mostly no sidewalk currently	Boise (33, 43) Boise School District (12)
5	Pedestrian facilities on Taft	Sidewalk on Taft between 28th and 36th (Route 10) no sidewalk currently	No
6	Pedestrian facilities on Collister	Sidewalk on Collister between W Catalpa Dr and Hill Rd (Route 10) no sidewalk currently	Boise (11)
7	Pedestrian facilities on Phillippi South of Overland	Sidewalk on Phillippi street South of Overland (Route 29) no sidewalk currently	Boise (24)
8	Pedestrian facilities on Airport Way, S Development Ave, W Commerce Ave	Sidewalk along Airport Way, S Development Ave, and W Commerce Ave between Broadway and Vista (Route 2) no sidewalk currently	No
9	Pedestrian facilities on Kent	Sidewalk on Kent Ln from Alworth St to Chinden with a connection to the Bus stop on Chinden. This project would be in support of the Garden City neighborhood plan and the sidewalk/multi-use path along Chinden Blvd or within Lady Bird Park. (Route 8x) no sidewalk currently	Garden City (3)
10	Pedestrian facilities on Clay	Sidewalk on Clay between 36th and 37th (Access to Chinden route 8X) no sidewalk currently	Garden City (4)
11	Pedestrian facilities on E 37th	Sidewalk on E 37th between Adams and Chinden (Access to Chinden route 8X) no sidewalk currently	Garden City (23)
12	Pedestrian facilities on Murray	Sidewalk on Murray from Bench to Chinden (Route 8x)	Garden City (48)

Draft Rank	project name	Project description	Other Agency Priorities (#)
13	Pedestrian facilities on University Dr	Bicycle, Pedestrian and transit facility improvements on University Dr from Brady St to Lincoln Ave. Improvements will reduce conflict between pedestrians, cyclists and transit services (Routes 29, Bronco Shuttles)	Boise State University (7)
14	Pedestrian facilities on Milwaukee	Sidewalk on west side of Milwaukee (Route 7A) sidewalk on the eastside only currently	Boise School District (37)
15	Pedestrian facilities on W Hill Rd	Sidewalk on W Hill Rd between W Castle Dr and Collister (Route 10) sidewalk on one side only currently	No
16	Pedestrian facilities on Curtis	Sidewalk on Curtis Rd between Targee and Overland (Route 6) sidewalk on one side only currently	No
17	Pedestrian facilities on Cassia	Sidewalk on Cassia St between Curtis and Philippi (Route 6) sidewalk on one side only currently	No
18	Pedestrian facilities on Philippi between Cassia and Franklin	Sidewalk on Philippi St between Cassia and Franklin (Route 6) sidewalk on one side only currently	Boise School District (32)
19	Pedestrian facilities on Bridger St	Sidewalk on Bridger St between Meeker Ave and Discovery Way (Route 8, 8x) no sidewalk currently	No
20	Pedestrian facilities on Westpark St	Sidewalk on Westpark St between Milwaukee and Benjamin Ln (Route 8, 8x) sidewalk on one side only currently	No
21	Pedestrian facilities on Benjamin	Sidewalk on Benjamin between Westpark St and Emerald (Route 8, 8x) sidewalk on one side only currently	Ada County (11)
22	Pedestrian facilities on S Owyhee	Sidewalk improvements on S Owyhee from Pasadena to Elder St (Route 4) sidewalk on one side only currently	No
23	Pedestrian facilities on W State Street	Sidewalk on W State Street between Hwy 44 and Cobblestone Ln (Route 9) sidewalk on one side only currently	No

TOPIC	FY 2021 Bus Stop Improvements
DATE	February 4, 2021
STAFF MEMEBER	Joseph Guenther

Summary

Valley Regional Transit evaluated bus stops to determine the priority over several fiscal years for investments in bus stop improvements and new bus stop locations. Below is the status of this work.

Fiscal Year 2020 Investments

Fiscal Year 2020 bus stops budget totaled \$652k to modify 37 bus stops: 28 in Boise, four in Eagle, and five in Meridian. These investments focused on expanded routes, route changes, and improving ADA accessibility.

VRT completed \$400K in projects in FY2020, with \$240K carried forward after the end of the fiscal year. Bus stop construction was prioritized to be ready for the October service change, and with the exception of Meridian stops, all work was substantially complete by mid-November 2020.

The shelters and passenger amenities, along with the bus stop poles and signs associated with the new Meridian service, is the only remaining work from the original FY2020 bus stop project.

Fiscal Year 2021 Planned Investments

VRT allocated funding to FY2021 bus stops through a mix of grants, local funds and partnerships. Regardless of funding source, Valley Regional Transit (VRT) coordinates bus stop projects to get efficiencies in construction. VRT staff grouped the FY2021 projects into the following categories;

- General VRT projects
- Boise Neighborhood Investment grants
- Capital City Development Corporation partnership

Fiscal Year 2021 Prioritization

General VRT Projects - \$179,723

VRT planned bus stop and amenity projects include:

- Boise Airport – replace old rusted out shelter (Routes 2, 3, 4)
This is a higher-ridership stop served by multiple routes including a “Best in Class” route.
- Frank Church High School – upgrade waiting area, add ADA compliant pad and shelter (Route 28)
This is a higher-ridership stop, which serves West Junior High School, Boise School District Technical Education Center and the Frank Church High School.
- Emerald and Hartman – replace old rusted out shelter (Route 5)
This is a higher-ridership stop on a high-ridership route serving Saint Alphonsus Regional Medical Center.

- Capital and River – place shelter at newly constructed sidewalk and waiting area (Route 1, 3, 4, 5, 40)
This shelter would support multiple routes, including a “Best in Class” route.
- Broadway and Iowa – replace shelter damaged in car accident (Route 2)
- Black Eagle and Overland – upgrade waiting area, add ADA compliant pad designed for future shelter (Route 40, 42)
This is a higher-ridership-stop serving commuters traveling into downtown Boise.
- 36th Street stops (4) – 36th/Pinehurst, 36th/Magnolia, 36th/Shasta in both directions – upgrade waiting area, add ADA compliant pad (Route 10)
These are higher-ridership stops with no amenities and limited sidewalk space.
- Passenger amenities – advertising benches at various shelters, based on demand and funds, and garbage cans where trash has been identified as a problem

Boise Neighborhood Improvement Grant Projects - \$109,000

The City of Boise allocates grants to fund neighborhood projects. These improvements include:

- Collister Neighborhood Association (CNA) – Benches at various bus stops (Route 10)
 - Southwest corner at Collister/Hill
 - Northwest corner at Collister/Johns Landing
 - Northwest corner at Collister/Catalpa
- Goddard Linear Park – Shelter and passenger amenities at the corner of Goddard and Milwaukee (Route 12)
 - Bus shelter and art wrap
 - Four bike racks and one logo medallion
 - Three total benches
 - Bike fixit station
 - Drinking fountain and dog fountain
 - Trash can
- Central Bench Neighborhood Association (CNBA) – Improved waiting areas and shelters at various stops (Route 6)
 - Northeast corner of Orchard and Kootenai
 - Northeast corner of Orchard and Overland

CCDC Fairview and Main Transit Islands- \$145,000

VRT staff have been working with CCDC to design seven transit islands between 16th Street (west downtown) and the Boise River. These islands are being designed to help alleviate congestion, upgrade ADA deficiencies, and to integrate the corridor bike lanes into the transit infrastructure. VRT will be providing the amenities (shelters, benches, etc.) for the islands, which CCDC will begin constructing in late summer 2021. Construction will be delayed at 27th/Fairview to allow St. Luke’s to finish construction and at Whitewater/Main for College of Western Idaho to finalize plans.

The bus stop locations for this project include:

- Main and 17th
- Main and 23rd

- Main and 27th
- Fairview and 18th
- Fairview and 24th
- Fairview and 27th
- Fairview and Whitewater

VRT is deferring all State Street planned improvements until 2022 to allow the State Street Transit Operations Analysis to be completed. FY2022 bus stop construction is likely to be focused on State Street improvements.

Staff Recommendation/Request

This item is for information only.

Implication (policy and/or financial)

The approach for prioritizing and scheduling bus stop investments in a coordinated and predictable manner allows VRT to optimize staff time and ensure projects are bid at a time that provides for the best pricing, and ensures projects can be delivered on time.

More Information:

Stephen Hunt, Sr. Principal Planner, 208.258.2701, shunt@valleyregionaltransit.org

Joe Guenther, Capital Projects Manager, 208.258.2705, jguenther@valleyregionaltransit.org



TOPIC	Walk and Talk State Street Corridor Event
DATE	January 28, 2021
STAFF MEMBER	Kelli Badesheim for Mary Beth Nutting

Summary

The Regional Advisory Council formed a committee in 2020 to consider improving mobility in corridors through collaboration and engagement of key stakeholders living, working and traveling through neighborhoods. The group determined the State Street Corridor was a priority area to consider.

The work of the group is leading to an event called Walk and Talk. The event will engage leaders from the public sector, neighborhoods, and other stakeholders. Attached is a draft outline of the event. The draft outline also includes the objectives identified by the committee.

Staff Recommendation/Request

This is for information and discussion. Please come prepared to provide feedback on the following:

- Specific groups and contact information council members think should be included
- Determine willingness to participate in the event and perhaps personally invite and attend with one of the key contacts members would like included
- Other volunteer and participation opportunities for members

Implication (policy and/or financial)

The RAC is tasked with bringing the customer voice to the decision-making and advisory process for transportation and mobility. This event can serve as a blueprint for engaging a variety of key stakeholders in the decision-making process. This will also help decision-makers look at the work they do through the lens of different customer groups.

Highlights

Schedule

- Winter/Spring 2020 – Event planning
- Spring/Summer 2021 – Corridor tours and information gathering
- Summer/Fall 2021 – Final report and group event

More Information

Attachments:

Attachment 1: Walk and Talk Event Plan Outline (Draft)

Attachment 2: Walk and Talk Event Participation Tools

For detailed information contact: Mary Beth Nutting, yayasis@live.com

Walk and Talk Event Plan Outline

Event Objectives

- Instill sense of importance and urgency with decision-makers, neighborhood leaders, and planners to understand conditions on the ground from the aspect of safety, accessibility, and quality of experience/comfort through the lens of human experience in public spaces
- Gain understanding about how interconnected agencies are when it comes to projects in corridors with multiple jurisdictions and overlap
- Consider mobility and travel through different viewpoints (youth, people with disabilities, older adults, etc.)
- Empower neighborhoods to communicate with each other and with decision-makers
- Share insights about the variety of mobility needs within the neighborhoods
- Build a shared ownership of neighborhood between leaders and neighbors
- Empower citizens and stakeholders to provide higher quality input into the planning process so input is proactively incorporated into projects

Timeframe

Late spring to early summer

Approach

Multiple smaller group tours aimed at creating a “view from the street” about mobility challenges in the State Street corridor. The team will document the individual tours through video and documented responses from participants. The input from the tours will be compiled into a final report and presented in an in-person or virtual format, including small group discussions.

Location(s)/Venue

Tour groups will meet at Main Street Station where each participant assigned to group one or two. Each group is assigned tour guide from RAC to lead them through the different segments. Each group assigned a videographer to capture the experience for the final report.

Tour one – Segment termini Veterans Parkway/36th State to Collister and State Street

Tour two – Segment termini is Saxton and State to Collister and State Street

Target Audience – See attached table

Tour group size: up to 8 per group

Group Size cap at 30 Key leaders from agencies that have future development along the

Run of Show Outline

- Participants meet at Main Street Station - Group one gets off on east end of termini; Group two gets off on west end;
- Tour guide lead them to end of that segment
- Groups reverse and each group does the other leg of the tour
- Everyone gets on bus and goes back to MSS
- Insights and discussion at MSS with snack “lobby talk” led by the tour guides
- Participants complete a survey on input about their experience

Event Day

TBD - Discuss at next RAC Mobility Collaboration meeting

Handouts/Materials/Rider Videos

- Pre-survey gather input prior to the tour experience
- Post-survey to get feedback about insights and ah-ha moments from the tour
- Videos will capture the experience to be edited and viewed at the final report-out event
- Final report

DRAFT

Walk and Talk Event Participation Planning Tools

Target Audience	
Ada County Highway District (ACHD)	Director Commissioners Technical Staff
City of Boise	Mayor and Council Neighborhood and planning staff
City of Garden City	Mayor and Council Planning staff
Idaho Transportation Department	District staff Region Board Member Headquarters staff Safe Routes Highway safety staff Civil Rights Office (ADA) Public Transportation Staff
Boise School District	Community Schools Program Manager Community Schools Coordinators
Valley Regional Transit (VRT)	Ex. Dir. City Go staff Navigators Planning staff
Canals Connect Community Coalition	Eric Willadsen
Idaho Access Project	Dianna Willis
Idaho Smart Growth	Elaine Clegg Deanna Smith
Idaho Walk Bike Alliance	Cynthia Gibson
Living Independence Network Corporation (LINC)	Jeremy Maxand
Safe Routes to School (TV)	Lisa Brady
Treasure Valley Cycling Association	
St. Vincent d'Paul	
North West	Richard Llewellyn
Collister	Suzanne Stone
Veterans Park	Matt Ciranni
Pierce Park	Crissy Kojima

Walmart	



TOPIC	Canyon County On-Demand Transit Update
DATE	January 27, 2021
STAFF MEMEBER	Leslie Pedrosa

Summary

Revenue and ridership in Canyon County have not kept up with performance expectations. Attempts to adjust service levels and routes within the resources continue to lead to low quality services and poor system performance. Following an evaluation by the project team created with VRT staff and key Canyon County participants, the project team evaluated the on-demand service model.

The project team determined an on-demand transit service model had the highest probability of achieving the desired results for the services within the existing financial constraints. The on-demand service model is expected to show increased efficiencies, as well as ridership growth. With the new service model, VRT staff also expects to build new partnerships with ridership contracts and/or funding, due to the expanded service area.

If the on-demand service model is successful, it could become the model for on-demand transit within other VRT service area. To ensure success, metrics VRT staff is looking at include:

- Increase in boardings per hour
- Increased on-time performance
- Key destinations served
- Ridership growth outside service area previously covered by local fixed route
- Positive feedback from users

Boardings per hour with the local fixed-routes in December 2019 was 3.61. With the on-demand service, boardings per hour for December 2020 was 2.75. Since the on-demand service began in October the average boardings per hour is 2.97. The goal with the on-demand service is to reach 10 boardings per hour. It will take time and work to achieve this goal.

VRT staff is finalizing the layout for the city reports that will be presented quarterly. It will be finalized in February. Once the reports are finalized, they will be included with the memo.

Feedback continues to be positive. Those compliments include more direct service, less time spent waiting at a bus stop and more locations to catch the bus. There were no complaints on the on-demand service between the time of this memo and the last memo for the RAC meeting. Previous complaints included poor routing, changing pick up location and not enough time to get there, and not always able to book a ride.

Users continue to have issues booking trips when buses are not in the area that they are requesting a trip from, if the wait time exceeds the threshold for waiting. Contractor staff

continues to monitor where buses are, when this problem arises to continue to allow passengers to book trips.

VRT staff continues to work with Via Mobility to get better tools for Help Desk staff to schedule trips. Currently, staff cannot see landmarks on a map, to assist with directing passengers to the exact location where the bus will pick them up. Telling someone “the northwest corner”, is not helpful, but telling them a specific business is. In the meantime, VRT staff is utilizing Google maps to assist with the detailed information.

December service statistics as of December 31, 2020 are below. At the RAC meeting, VRT staff will present January 2021 service statistics, as well as the comparison to the previous year.

- 2,057 completed trips
- 67 new rider accounts created
- 99% demand met
- Average wait time - 18 minutes
- Average ride time – 16 minutes
- Average ride distance – 6 miles
- Average ride rating – 4.8 stars
- Average walking distance to stop – 492 feet, which is less than 1/10th of a mile

VRT staff will continue to work with local funding partners to educate the public on the new service. The City of Nampa Mayor and staff had to delay taking a trip on the system, due to the state being moved back to stage 2 of the pandemic. The cities of Nampa and Caldwell are both looking at taking a ride, possibly in the spring of 2021. Staff will continue to work on building new partnerships with the expanded service area.

Staff Recommendation/Request

This is an information item only.

Implication (policy and/or financial)

Although there is a demonstrated need for public transportation in Canyon County there is declining support for funding the current model of fixed-route transit for local service. The on-demand transit pilot will offer an innovative way to improve services within existing financial conditions. Doing nothing will continue the downward cycle of poor performance and lack of financial support, eliminating local fixed route service over time.

More Information

For detailed information contact: Leslie Pedrosa, Operations Director, 208.258.2713, lpedrosa@valleyregionaltransit.org



TOPIC	Executive Director Report
DATE	January 22, 2021
STAFF MEMEBER	Kelli Badesheim

Fiscal Year Activities

Eide Bailey has completed the audit for FY2020. They will be presenting the final audit to the Executive Board/Finance Committee at their March meeting. It seems our audits are getting completed later in the year the last couple of years. This delays the reporting on the new fiscal year as we need to close one year before we can finalize the closing of each period in the new year. The finance staff is doing preliminary closing of financials so we can at least see if there are any big issues in the financials early in the year. Finance staff will be working with the audit team to see if we can shorten the timeline going forward.

We are still working through Cooperative Agreements with our local jurisdiction funding partners. This is later than usual due to changes in the agreements we thought required a little more time to implement.

I am meeting with newly elected officials from the jurisdictions in VRT's region to orient them to the work of VRT. I will be meeting with John Bechtel and David Lincoln, in the next week to discuss ways we can better engage our rural communities in the work of the board. I have also been engaging Tina Wilson from the Western Alliance in this effort. VRT values and wants to effectively support all our communities, large and small.

COVID-19 and Next Phase Resiliency Activities

Jill Reyes and I are preparing for the third phase of our outreach to local governments with services to finalize the assumptions for funding in FY2022 and gain concurrence on strategic direction priorities for local funds made available by using CARES funding for operations. We will be using the Board action in January establishing guidance for how VRT would like to prioritize the local funding to help us achieve a more resilient and sustainable financial foundation for the authority by FY2023.

Stephen Hunt will be leading the second workshop with the Executive Board in advance of FY2022 budget development. The intent of these workshops are to establish processes and practices to address inter-jurisdictional coordination as we establish the service levels and budget for FY2022 and beyond. The CARES funding provides an opportunity to consider ways to achieve a more sustainable and resilient foundation for the organization without requiring significant increases in annual local investments over the next several years.

Building Reporting Capacity Work Plan

Staff is continuing to work through the work plan. We are working through this process in the course of our routine work on asset management, programming projects, and financial and performance reporting. One important element to this work is establishing key performance measures addressing long-term system outcomes we want to track at the regional level, as well as shorter-term monitoring of system performance by managers. This element of the project will include engagement with a variety of partners and stakeholders to ensure we are tracking metrics that are key to our overall performance and desired results.

Rides 2 Wellness Canyon County Expansion

I will be shifting my role in this project from project lead to supporting the effort as operations moves to implement the program in March. We have done less outreach with key customer groups than would be typical in a project like this. This is primarily due to the pandemic and limitations we have in engaging the key customer group of patients and health clinic staff. We will be creating a robust feedback loop with these customers as the program launches to make sure we are adapting the system in real time to ensure it is desirable, feasible and viable. I will also be working with financial partners to secure the local funding required to make the final solution sustain beyond the first pilot year where we are funding with CARES dollars.

City of Boise Strategic Work Group

I will be working with a team of staff from VRT and the City of Boise to guide a process leading to a portfolio of investments in the State Street Corridor. The City of Boise is prioritizing their savings of local funds due to CARES funding as local match to jump start the build-out of the State Street Corridor. This project will lead to grant applications for the corridor. The project will require establishing the portfolio and engaging all the agencies with jurisdiction to ensure success of grants. VRT has been facilitating the State Street Executive Team and a supporting technical team for the past two years. These teams will play a key role in finalizing the project portfolio.

Projects and Community Activities

- Supporting grant administration work in the area of balancing grant and local funding for VRT's federally funded projects.
- Supporting Western Idaho Community Healthcare Collaborative (WHCHC) to establish strategic activities based on measures of social influencers of health.
- Completed the Pre-qualified list of vendors in support of Statewide Technology needs. I will continue to work with statewide transportation providers in my role as CTAI chair to identify needs and opportunities to learn from and support transit providers in the state.
- Invited to sit on a work group with ITD to determine strategies for messaging the benefits of public transportation as we come out of the disruptions caused by the pandemic.
- Invited to sit on a work group under the Area Agency on Aging looking at their granting processes and supporting a strategic plan as they prepare for the next cycle of federal funding.

More Information

For detailed information contact: Kelli Badesheim, Executive Director, 208.258.2712, kbadesheim@valleyregionaltransit.org.

TOPIC	Development Department Monthly Report
DATE	January 13, 2021
STAFF MEMEBER	Stephen Hunt

Summary

Development Department activities January 2021 report.

VRT Strategic Plan

Goal 1 - Demonstrate responsible stewardship of public resources

Performance Based Decision-making

- **ValleyConnect 2.0 (VC2.0)**
Staff began scoping out tasks necessary to expand our performance reporting capacity and integrate performance reporting into project development, prioritization and reporting.

Programming/Budget Development

- **Regional Planning and Prioritization** – In order to better align the updated local cost allocation methodology, Transportation Development Plan (TDP) efforts and regular service changes, VRT Staff prepared for the first of a series of workshops with the Executive Board to discuss planning and prioritization of regional projects. The purpose of these workshops is to identify the forums and processes to identify and prioritize projects, particularly those that cross jurisdictional boundaries.

Goal 2 – Increase Ridership and Revenue

- **Meridian Service Expansion and FY 2021 Service Change** – Recommending delaying Meridian service expansion until FY2022. This will allow for us to get past of COVID-19 and provide time to explore more regional coordination.

Goal 3 - Build institutional and regional capacity

Regional Capital Enhancements

- **Boise Operations Facility**
 - **Electric Bus Infrastructure**
Construction on electric bus infrastructure at the Orchard Facility is well underway. Transformers, switches, and Proterra chargers have all been delivered. Sub-surface work, conduits, and lighting infrastructure are complete. Building permits have been acquired and the pre-fabricated building is on site and being prepared for installation. The contractor is on schedule for VRT to begin operation of electric vehicles by late spring of 2021.
 - **Fuel Island Work**
Staff is programming repairs, replacements, and upgrades to the CNG facility, STV Consulting is assisting with design and consultant management. ECI engineers is assessing the electrical monitoring equipment and the compressor cooling systems.

AECOM has provided an estimate, option to meet needs, and information to issue RFB.

- **Orchard Facility Master Plan**

The lowest ranking TAM item after the fuel island is the existing pavement at the Orchard Facility. A Facility Master Plan is being prepared to coordinate pavement repairs/replacement and incorporate the CNG projects as well as the E-Bus infrastructure into the Orchard Facility. Staff completed negotiating a contract with Jacobs Engineering. Geotec and civil engineering investigations and planning will begin this month. Construction at the Orchard Facility will start in 2021 and will continue for up to three years.

- **Happy Day Transit Center Upgrades**

Staff is reviewing and updating planned repairs and upgrades. VRT has contacted an engineering/architectural firm to assist with construction scheduling, estimating, and bidding for repairs. Construction includes replacing broken doors and repair/replacement of the maintenance facility roof. Upgrades to the roof will include replacement of HVAC equipment, improved roof drainage, and front façade design and repairs. The project is intended to extend the useful life of the building. Construction/repairs are ongoing but roof repairs would start in summer 2021 and continue subject to practical schedule and available budget.

- **Main Street Station**

With more evening service at Main Street Station VRT extended security hours at to ensure a security presence later in the evening. After re-opening Main Street Station we experienced vandalism in the bathrooms and adjusted security and cleaning procedures to ensure that people were not abusing the bathrooms and so they were clean and ready for use for transit patrons. VRT staff also began working with Boise police to renegotiate their leased space in Main Street Station.

- **Bus Stops**

The 2020 bus stop improvements project is complete and the project has been closed out. VRT staff are addressing amenity issues (benches, trash, etc.) at newly installed shelters. VRT staff is preparing the bus stop project list for FY2021 and will share that list with the RAC and stakeholders. It is expected that the FY2021 projects will incorporate planned enhancements along Main and Fairview, a revenue backed project from CCDC and revenue backed projects from the City of Boise neighborhood grants.

Regional Corridor Planning

- **State Street Corridor Projects**

The State Street Alternative Analysis is conducting supplemental public outreach to the refugee community along State Street and will be going to the West End Neighborhood Association to collect additional feedback on the State Street alternatives between State Street and Whitewater and downtown Boise.

VRT Board authorized Kelli to finalize negotiations with HDR to complete the State Street Transit Operational Analysis.

Other Development Activities

- **Title VI** –The Full Board adopted the Title VI Report in January.
- **FY 2021 planning projects** – Development staff has begun initiating the following planning projects:
 - Regional Vanpool Study
 - Rider/Non-Rider Survey
 - Passenger Facility Plan/Bus Stop Typology
 - Kuna Transit Operations Study
 - Coordinated Human Services Transportation Plan – in coordination with COMPASS
- **Grant Opportunities** – VRT continues to look for federal grant opportunities including competitive grants focused on innovative service delivery and electrification of our fleet.

More Information:

Stephen Hunt, Sr. Principal Planner, 208.258.2701, shunt@valleyregionaltransit.org
 Joe Guenther, Capital Projects Manager, 208.258.2705, jguenther@valleyregionaltransit.org
 Alissa Taysom, Associate Planner, 208.258.2717, ataysom@valleyregionaltransit.org
 Jill Reyes, Planning Programmer, 208.258.270, jreyes@valleyregionaltransit.org
 Derrick Personette, Facility Master Technician, dpersonette@valleyregionaltransit.org



TOPIC	Operations Department Staff Report
DATE	January 13, 2021
STAFF MEMEBER	Leslie Pedrosa

Summary

Status update of activities related to contracted transportation services, Specialized Transportation services, information technology and intelligent transportation systems, compliance, customer service support and regional operations for the months of July and August

Regional Operations

VRT staff has been working with partners in Canyon County to begin providing a Rides to Wellness service. Planned start date is spring of 2021. This service will have a larger community partnership than Ada County and will leverage two different aspects of service. One will be on-demand, similar to what is already used in Canyon County and the other will be pre-booked trips, similar to what is already used in Ada County. Staff is in the process now of finalizing what the final service will look like and report back to the board.

VRT staff worked with our current Village Van partner, Packers Sanitation Services, Inc., to provide transportation for their employees to CTI Foods in Wilder. This new service was scheduled to start in January 2021. There are two vans available to provide service to employees in Boise, Nampa and Caldwell. This new service was expected to provide transportation services to 22 employees, but has been slow to take off. Staff is hoping to kick off the service in February.

VRT staff is working on a project to determine if there is a need for transportation in the Meridian service area to the VA Hospital in Boise. This project is in the beginning stages of planning and will be brought back to the board at a later time.

VRT staff will resume work with the Access to Independence project team created in 2018. This project team was created to determine objectives, concepts, and goals for what success would look like. The goal is to continue building accessible capacity for eligible users, while still being cost effective, easy to use, and available to as many people as possible. The first task is a new service design for the current SCRIP program in Boise. The solution is expected to be in place by October 2021. As the project progresses, it will be brought back to the board.

VRT reopened Main Street Station on November 9. At the time of this report, the state of Idaho was still in Stage 2 of the Idaho Rebounds Plan. VRT staff has kept in contact with Central District Health to ensure Main Street Station can remain open, with our approved business plan.

Site construction for electric bus charging infrastructure continues at the Orchard facility in Boise. The chargers are on-site, waiting to be installed. Due to the pandemic, the production of the first four 40' buses has been delayed. They are scheduled to start production with Proterra January 14. The expected delivery date is April 2021.

VRT staff will begin fiscal year 2020 reporting for the National Transit Database. Report is due January 31, 2021

On December 11, 2020 the Federal Transit Administration announced the PTASP implementation has been delayed until July 21, 2021, due to the COVID-19 pandemic.

Highlights:

Contracted Transportation

Canyon County had no preventable accidents since last report

- Intercounty on-time performance 79%
 - October service change has improved average of 13.9% on routes with changes
- ACCESS on-time performance 85%
- January On-demand service performance
 - On-time performance reporting still not reporting correctly from Via Mobility
 - 99% of ride requests were offered a pick-up time
 - 94% of riders accepted proposed pick-up time
 - 16 minutes was average travel time
 - 6 miles was average ride distance

Ada County had one preventable accident since last report

- Fixed-route on-time performance 81%
 - October service change has improved average of 16.2% on routes with changes
- ACCESS on-time performance 97.2%
- Hired a new safety manager, scheduled to start in February

Specialized Transportation

There are no changes to any services or COVID-19 cleaning protocols for the following services:

- Village Van
- Kuna Senior Center
- Meridian Senior Center
- Parma Senior Center
- Supportive Housing and Innovative Partnerships
- Rides to Wellness
- Volunteer Driver
- Interfaith Sanctuary
- Lyft Transit Connections
- VRT Late Night
- Eagle Senior Center
- Harvest Transit

- Metro Community Transportation
- Calvary Church has not resumed services

Star Senior Center has seen attendance gradually increasing, as more passengers are making appointments again. Many passengers are being vaccinated, so the passenger count is expected to continue to increase. Extra safety measures are still in place. New passengers are still not being accepted, but they are allowed to attend events in the senior center where there is room for socially distancing

Meridian Senior Center is still closed. Curbside meals are offered Monday thru Friday. Transportation for dinner is provided Monday, Wednesday, and Friday. Transportation to bingo will be provided Friday evenings when Boise Bingo re-opens on January 15.

Information Technology and Intelligent Transportation Systems

- Staff resolved 175 support requests from 188 submitted
- Staff completed several tasks, in preparation of the new website due to be launched in January
- Staff continues to work on equipment, software and programs to support VRT employees ability to work from home with little to no issues
- Updating the Disaster Recovery Plan for 2021
- Working with internal departments to standardize reports

Compliance

Continued to work on the COVID crises, communicating key points to VRT executive staff:

- Weekly meetings with Central District Health and the joint Ada and Canyon County Emergency Operations Center
- Weekly meetings with Southwest District Health on the Joint Information System taskforce
- Continued to monitor the CDC website daily
- Tracking and listening to the Governors press conferences
- Monitored the cleaning and sanitizing of equipment
- Distributed face coverings to allow VRT to require face coverings for passengers
- Public Transportation Agency Safety Plan being implemented following Executive Board approval
 - Working with IT department to create an employee reporting website
- Preparing to report FY20 annual NTD report
- Presented draft update of the Transit Asset Management Plan to VRT Board of Directors
 - Will come back to the Board of Directors for final approval in April

Customer Service Support

- Customer service handled 2,284 of 2,343 phone calls for information, with 59 calls abandoned. The average call time was 2 minute, 24 seconds and the average hold time was 18 seconds
- Reservationist handled 832 of 849 phone calls to change or schedule a ride, with 15 calls abandoned. The average call time was 3 minutes, 9 seconds and the average hold time was 12 seconds

- On-demand handled 754 of 781 phone calls to schedule a ride, with 27 calls abandoned. The average call time was 2 minutes, 4 seconds and the average hold time was 25 seconds
- December mobile ticket sales totaled \$2,750.25

More Information

For detailed information contact: Leslie Pedrosa, Operations Director, 208.258.2713, lpedrosa@valleyregionaltransit.org

TOPIC	Finance and Administration Activity Report
DATE	February 1, 2021
STAFF MEMEBER	Jason Jedry, Finance Controller

Summary

This memo provides an update on the accomplishments of the Finance Department.

Highlights

Budget/Finance

- The FY2020 independent annual audit is being finalized. Audited financial statements will be presented to the Board at the next regularly scheduled meeting upon completion
- Finance staff continue to prepare for the FTA triennial review/audit
- Finance staff is preparing to submit the Authorities FY2020 National Transit Database information to the FTA
- The finance department continues to train the Grants and Compliance Administrator and Procurement and Contracts Specialist
- Finance staff are working on FY2021 project funding and tracking documentation

Grant Management

- Grants and Compliance Administrator is working on the following:
 - COMPASS Applications Phase II
 - Grant revisions/amendments
 - Subrecipient Agreements for FY21
 - Subrecipient Reviews
 - Triennial Review
 - FTA grant applications

Procurement

- Procurement and Contracts Specialist is working on:
 - Integrated Fare Payment System contract
 - State Street Corridor Transit Operational Analysis contract
 - COVID-19 Sanitation Services for Ada and Canyon Counties
 - On-Call Human Resource Services
 - ADA Eligibility Evaluation Services

For detailed information contact: Jason Jedry, Finance Controller, 208-258-2709, jjedry@valleyregionaltransit.org



TOPIC	Programs and Marketing Update
DATE	January 13, 2021
STAFF MEMBER	Dave Fotsch

Summary

The Programs area covers Navigation, Safe Routes to School, and Marketing.

Highlights

Safe Routes to School

- Safe Routes to School (SR2S) became a Valley Regional Transit service at the start of the fiscal year, October 1, 2020.
- COVID-19 restrictions have prevented the program from keeping its usual schedule of programming in schools. Program employees have instead been developing online educational materials, including videos on biking and walking safety.
- Program staff has been working with Republic Services to rehabilitate discarded bikes and deliver them to children in need.

Navigation

- The program director has been working with Calyx-Weaver to recruit and interview candidates for the open Mobility Navigator position. Expect to be able to hire by the end of January.

Marketing

The marketing department has been working closely with Stoltz Marketing Group to develop and launch a series of initiatives designed to maintain and grow Valley Regional Transit services' ridership and better serve customers.

- New website – Designed as 'mobile-first,' the new website will do a soft launch Monday, January 18, 2021, quietly replacing the existing website. The new website will provide information on schedules, fares, bus location, etc., to the mobile users standing on the street.
- Safe Travels, Treasure Valley – This campaign is a continuation of a campaign launched in the summer of 2020 to address the pandemic-related drop in bus ridership. The campaign strives to assure the public that riding shared transportation is safe while sharing updates from our partner agencies, ACHD Commuteride, City Go, Capital City Development Corporation, and Boise State. The Safe Travels, Treasure Valley newsletter comes out every other week.
- Canyon County On-Demand Service – VRT replaced traditional fixed-route bus service in Canyon County with On-demand service on October, 5, 2020. After an initial period of growth, ridership has declined, possibly because VRT started collecting fares again. This new initiative seeks to reach a wide variety of potential riders through multiple media and public outreach platforms.

- Electric bus launch – We are in the preliminary phase of developing a campaign to celebrate electric buses' addition to the fleet at Valley Regional Transit. The launch of the campaign depends on the delivery schedule of the buses.
- Integrated Fare App – With the contract for the integrated fare app being finalized, we plan a big marketing campaign to introduce the public to the app and all it does. Most likely will launch in June or July.
- Rebranding – Staff is in early discussions about the merits of rebranding buses and other assets from ValleyRide to Valley Regional Transit.
- Special Events – VRT has verbally agreed to work with Treefort Music Fest to run the 'Treeline' shuttle service in downtown Boise as part of the festival in September 2021.

Bike Share

- Program staff has been unsuccessful in landing any top tier sponsors for the next iteration of bike share.
- The program shared a new version of the business plan with the City of Boise staff, suggesting the city consider helping to pay for the bikes. The proposal is under consideration.

Staff Recommendation/Request

Information only

Implication (policy and/or financial)

Information only

More Information

For detailed information contact: Dave Fotsch, Programs Director, 208-331-9266, dfotsch@valleyregionaltransit.org



TOPIC	Community Projects/Outreach Efforts Update
DATE	January 12, 2021
STAFF MEMEBER	Mark Carnopis

Summary

This memo provides updates on current and future community outreach efforts, including those related to VRT Strategic Plan goals.

Highlights

- I am working on developing internal procedure(s) to ensure public accessibility to outreach materials (e.g. surveys, website, and brochures) by those with physical and cognitive limitations.
- I have completed the Riders First campaign plan. The Riders First campaign is designed to modify and improve internal and external focus and culture to better lead public transportation initiatives in the Treasure Valley. I am now implementing both internal components of the plan for staff, governing members and partners. These components include a consistent look for our printed outreach materials, and internal elements (e.g. orientation session for new employees, wall poster messaging).
- Work continues on developing outreach resources for the planned expansion of Rides 2 Wellness into Canyon County. We are working with health service providers to assist in gathering input from the public regarding proposed operational models for the transportation service. Implementation of this service is expected in late March 2021.
- Our new valleyregionaltransit.org website is expected to be online by the time that you read this. I serve as the content editor for the site. The new website is designed to be more user friendly and focus on providing easily accessible information about our transit services.
- Dave Fotsch (VRT Program Director) and I have developed a calendar/plan for additional outreach to promote the new on-demand bus service in Nampa/Caldwell. We are working with Stoltz Marketing to develop collateral and outreach strategies.

Staff Recommendation/Request

No action requested. This is an update on activities by the Community Relations Manager.

Implication (policy and/or financial)

N/A.

More Information

Attachments: None

For detailed information contact: Mark Carnopis, Community Relations Manager, 208-258-2702, mcarnopis@valleyregionaltransit.org

TOPIC	Underwriting Division
DATE	January 13, 2020
STAFF MEMEBER	Jason Russell

Summary

<i>Valley Regional Transit - Underwriting Division</i>			
Fiscal Year:	FY 20	FY 21	FY 22
Target Revenue:	\$435,835.00	\$528,246.00	\$600,000.00
Actual Contracted Revenue:	\$461,133.00	\$228,910.00	\$0.00
% of Target Revenue:	105.8%	43.3%	0

- Have hired and in the process of training administrative support for the underwriting department
- Having finalized Memo of Understanding between City of Boise department of Arts and History and Valley Regional Transit, we will begin building out the transit shelter public art program.
- Developing our department marketing plan for 2021
- Secured verbal commitment from Idaho Department of Health and Welfare to wrap six buses for twelve months. I am not able to show that revenue until a fully executed contract comes through, but it is just about \$110,000.
- Working to document costs associated with changing wrap vendors and repairing damages caused to provide to finance department
- Continuing to develop relationships on behalf of Valley Regional Transit with potential advertisers

For detailed information contact: Jason Russell, Underwriting Manager, 208-440-2515, jrussell@valleyregionaltransit.com



TOPIC	City Go Report
DATE	February 1, 2021
STAFF MEMEBER	Kaite Justice

Summary

Status update of activities related to the downtown mobility collaborative, City Go.

Highlights

City Go completed a new pass program contract with The College of Idaho. The College of Idaho students, faculty, and staff will now have access to the ValleyRide system at no charge to the riders.

- City Go continues to work through the implementation plan for the integrated fare payment system. The system is estimated to launch summer 2021.
- City Go staff has completed its draft communication and membership development plans for FY2021.
- City Go staff presented at ULI Idaho and the Pacific Intermountain Parking and Transportation Association in January.
- City Go is marketing winter commuting throughout January and February. List of winter commuting tips can be found here: <https://www.citygoboise.com/news-and-events-posts/winter-weather-commuter-tips>

For detailed information contact: Kaite Justice, City Go Director, 208-258-2750, kjustice@valleyregionaltransit.org