

BACKCOUNTRY AIRSTRIP AND DISTRICT THREE TOUR,
WORKSHOP, AND REGULAR MEETING
OF THE IDAHO TRANSPORTATION BOARD

June 23-24, 2021

The Idaho Transportation Board met at 7:30 AM on Wednesday, June 23, 2021 in Boise, Idaho. The following principals were present:

Bill Moad, Chairman
James R. Thompson, Member – District 1
Julie DeLorenzo, Member – District 3
Jim Kempton, Member – District 4
Dwight Horsch, Member – District 5
Bob Hoff, Member – District 6
Scott Stokes, Chief Deputy
Sue S. Higgins, Executive Assistant and Secretary to the Board

Backcountry Airstrip and District 3 Tour. Representative Joe Palmer joined the Board at the Division of Aeronautics. After a brief overview on the Division of Aeronautics' responsibilities and the SH-55, Smiths Ferry improvement project under construction, the group flew to Thomas Creek airstrip and then Johnson Creek airstrip. Staff pointed out numerous other airstrips during the flight. At Johnson Creek, staff provided an overview on the maintenance activities and needs of the airstrips and facilities. During the flight to Caldwell, the Board viewed the SH-55, Smiths Ferry improvement project.

At the Caldwell Airport, the Board met informally with local officials and partners. Nampa Mayor Garret Nancolas thanked the Board for improvements to the Caldwell Airport and the state highway system. He added that improvements to US-20/26 and SH-55 are the community's highest priorities. Nampa Mayor Debbie Kling mentioned the importance of its airport and some of the facility's needs. She is also appreciative of the highway improvements that have been made in the area, and said the City's priorities are extending SH-16 to I-84 with access south of the interstate, widening Franklin Boulevard, and improving SH-55 south of Nampa. She also requested revisiting the distribution of federal funds to local public agencies.

Community Planning Association of Southwest Idaho (COMPASS) Executive Director Matt Stoll emphasized the importance of partnering and planning for the future. Previous plans identified I-84, US-20/26, SH-44, SH-55, and SH-16 as priority corridors. Those improvements are coming to fruition, but with the growth the area is experiencing, it is important to develop new or update existing plans and include other modes of transportation and counties, as only Ada County and Canyon County are part of COMPASS.

Jason Brinkman, District 3 Operations Engineer, summarized construction and planning activities on the I-84, SH-55, US-20/26, SH-16, and SH-44 corridors. Representative Rick Youngblood thanked the Board for its service and noted the challenges as the population continues to increase throughout the state.

June 23, 2021

The aerial tour of District 3 continued with a focus on the corridors mentioned above and the extensive growth occurring in the region. The Board returned to Boise, Idaho.

WHEREUPON, the Idaho Transportation Board's regular monthly meeting recessed at 3:50 PM.

June 24, 2021

The Idaho Transportation Board convened at 8:00 AM on Thursday, June 24, 2021 in Boise, Idaho. Chairman Moad; Vice Chair Janice B. Vassar, District 2; and Members Thompson, DeLorenzo, Kempton, and Horsch were present. Member Hoff participated remotely. Chief Deputy (CD) Stokes and Lead Deputy Attorney General Tim Thomas were also in attendance.

Workshop: Trends and State Revenue. Economist and Research Manager Bob Thompson reported that overall, the COVID-19 pandemic impact to the Department's revenue was less severe than anticipated. Legislative actions during the 2021 session provided a cash transfer of \$126 million from the general fund to the local highway distribution fund and ITD, with a portion of that funding to be appropriated in FY21. Another bill increased the sales tax transfer to the Transportation Expansion and Congestion Mitigation (TECM) fund from 1% to 4.5%, resulting in a minimum of \$80 million annually, with funds in excess of \$80 million to be distributed to the local public agencies. Overall, revenues to the State Highway Account were approximately 9% above the FY21 forecast; however, the forecast was lowered due to the COVID-19 pandemic. Revenue to the Aeronautics account was about 5% below projections. The aviation industry is slowly recovering from the pandemic.

Recap FY22 Request and Draft FY23 Budget Request. Financial Planning and Analysis Manager (FP&AM) Justin Collins said Highway's personnel appropriation of \$3.6 million was restored in FY22, a 2% change in employee compensation (CEC) was approved, and the FY21 2% CEC that was held because of the COVID-19 pandemic was released. The Department also received \$71 million in federal COVID Relief funds. The travel budget is just over \$2.2 million.

FP&AM Collins presented the draft FY23 appropriation request of \$779.1 million and 1,648 full-time positions. The request is \$104.6 million less than the FY22 appropriation due to the unanticipated federal COVID funds and the Governor's Building Idaho's Future initiative. Federal funds are estimated at \$333.5 million, state revenues at \$451.6 million, and local and interagency receipts at almost \$6 million. Some of the budget highlights include \$33.5 million for replacement items, \$350 million for the construction program, \$3.6 million for capital facilities, and 6 line items totaling \$71.1 million.

Some discussion was held on increasing Aeronautics' budget to address facility needs and maintenance of backcountry airstrips. Staff reported that the Department's main funding source, fuel tax and vehicle registrations, is dedicated to the state highway system. The funds available for discretionary purposes, including aviation funds, are limited and compete with other programs. Increasing jet fuel and aviation gas taxes was also discussed.

June 24, 2021

Draft FY22-28 Idaho Transportation Investment Program (ITIP). FP&AM Collins summarized Board Policy 4028 Allocation of Federal Formula Highway Apportionments to Local Public Agencies. Local public agencies receive 12.6% of federal aid apportionments after certain deductions are made to the total apportionment. The 12.6% is divided evenly between the urban entities (above 5,000 population) and rural highway jurisdictions. Additionally, local public agencies receive funding from several other federal programs, such as rail-highway crossings, bridge, safety, freight, and transportation alternatives. With the inclusion of these funds, local highway jurisdictions receive about 21.4% of the state's total federal funds.

CD Stokes provided historical information on the policy. Prior to 1991, the federal highway act dictated funding allotments to local public agencies. When that requirement was eliminated, the Board made a decision to continue the distribution formula that was in place. Federal programs have evolved over time and the Board continued to direct additional federal funds to local entities, such as safety funds.

Due to concerns from local entities on the fairness of the policy that have been shared with some Board members and staff, the Board expressed interest in revisiting the policy.

Nampa Public Works Director Tom Points expressed a desire to assist with this effort. Although the city also collects impact fees, the funding is insufficient to address the needs. He added that the consideration of lane miles is important because many cities are increasing lane miles to address the extensive growth they are experiencing, and urban roads may be five lanes and include amenities for pedestrians.

Local Highway Technical Assistance Council (LHTAC) Administrator Laila Kral supported revisiting the distribution formula, noting that the locals' needs are much greater than the available funding.

Chairman Moad asked CD Stokes to establish a team, including Vice Chair Vassar, Member DeLorenzo, and local representatives, to review the distribution formula.

Senior Transportation Planner Colleen Wonacott presented the draft FY22-28 ITIP. From FY22 through FY25, 75% of the funds is dedicated to highways; 13% is for the TECM Program; 7% is for public transit; and 5% is directed to aeronautics. Highway projects are included in a seven-year plan, with funding estimated at \$532.9 million annually.

Public Information Officer Aubrie Spence said the 30-day public review and comment period on the draft ITIP is scheduled from July 1 to July 31. She summarized the planned outreach efforts.

TECM Program and Bonding Framework. Controller Dave Tolman summarized some of the lessons learned during the GARVEE Program, like markets and interest rates change and actively managing the program is important. He recommends determining the scope of the TECM Program in fall. Regarding the bonding framework, consideration will need to be given to the types of projects selected. The infrastructure projects' intended life should be longer than the term of the bonds. Controller Tolman recommended a bond term of 25 years and issuing the

bonds as close as possible to the contract award. He also suggested evaluating the risk against the current market conditions and developing the contract according to the size and timing for each bond issuance.

Member Kempton cautioned that expenses will increase as a result of these projects, such as personnel and material to maintain and operate the additional lane miles. In response to Member Horsch's question on the timeframe to issue bonds, Controller Tolman replied that the initial bond series should be ready to issue in approximately four to five months after the framework and guiding principles are established. After that initial sale, it should take about three months to prepare for additional bond sales.

Chairman Moad thanked staff for the presentations.

Safety Share. District 3 Operations Engineer Michael Garz warned that fire danger is high due to the arid conditions and high temperatures. Some actions motorists can take to reduce fire danger are to ensure safety chains do not drag and not driving in tall dry grass. He summarized the partnership with the Bureau of Land Management to reduce fires along I-84 between Boise and Mountain Home: implementing slope management practices, mowing ditches, and conducting controlled burns. These practices significantly reduce the risk and severity of fires.

Chairman Moad thanked Operations Engineer Garz for the important message.

Board Minutes. Vice Chair Vassar made a motion to approve the minutes of the regular Board meeting held on May 18-19, 2021 as submitted. Member Kempton seconded the motion and it passed 6-0 by individual roll call vote.

Board Meeting Dates. The following meeting dates and locations were scheduled:

July 21-22, 2021 – District 5

August 17-18, 2021 – District 1

September 22-23, 2021 – District 6

Consent Items. Vice Chair Vassar made a motion, seconded by Member DeLorenzo, and passed unopposed to approve the following resolution:

RES. NO. WHEREAS, consent calendar items are to be routine, non-controversial, self-
ITB21-37 explanatory items that can be approved in one motion; and

WHEREAS, Idaho Transportation Board members have the prerogative to remove items from the consent calendar for questions or discussion.

NOW THEREFORE BE IT RESOLVED, that the Board approves the FY22-25 Strategic Plan for Division of Financial Management; GARVEE Program Annual Legislative Report; update of the state highway functional classification map; spending plan for \$5 million FY21 salary savings; Rail Safety spending plan for Building Idaho's Future one-time funds; consultant agreements; and a contract for award.

June 24, 2021

1) FY22-25 Strategic Plan for Division of Financial Management. The FY22-25 Strategic Plan, required by Idaho Code, is to include the Department's vision and/or mission statement, goals and objectives, performance measures and benchmarks, and key external factors. The following revisions were made to the document since it was presented for review last month: the cybersecurity section was removed because the due dates have passed and all of the requirements were met; the Red Tape Reduction Act was repealed and replaced with the Zero-Based Regulation Executive Order; and four performance measure achievement results were updated with final reporting data.

2) GARVEE Program Annual Legislative Report. Senate Bill 1206 authorized an additional \$300 million in GARVEE bonds and requires an annual report on the GARVEE Program. The report summarizes the amounts allocated to various GARVEE corridors and the bond amounts and graphically shows the location of projects funded. All of the projects are on schedule and are tracking well against their budgets.

3) Update of the State Highway Functional Classification Map. Per Board Policy, an updated Functional Classification Map of the State Highway System is to be presented for approval each year. No changes have been made to Idaho's State Highway Systems Functional Classification map, as shown as Exhibit #537, which is made a part hereof with like effect, since it was approved by the Federal Highway Administration in 2016.

4) Spending Plan for \$5 Million FY21 Salary Savings. Staff requests funding the following projects in FY21 with \$5 million available from salary savings: District 3's SH-55, Banks Intersection, \$100,000; and advancing District 4's SH-75, Cobblestone to Cottonwood, key #22706 for \$2,650,000; and SH-75, Cottonwood to Timberway, key #22722 for \$3,650,000 from FY27. Staff also requests removing the \$1,400,000 SH-75, Hailey to Ohio Gulch project, key #23141 from FY21 because the project is being combined with the other two SH-75 projects.

5) Rail Safety Spending Plan for Building Idaho's Future One-time Funds. The Governor's Building Idaho's Future – General Fund Surplus initiative provides \$2 million for rail-highway safety projects. Staff requests directing the funds to the following projects and adjusting the ITIP for State FY22 accordingly: key #21990, Railroad Crossing near Sandpoint - \$230,000; Stephens Street, Clark Fork - \$250,000; Milwaukee Street, Boise - \$200,000, splitting the total cost of \$400,000 with Boise Valley Railroad; N2500E, Curry Crossing East of Filer - \$700,000; Quigley Road and Fish Hatchery Road, American Falls - \$65,000, splitting the total \$130,000 cost with Union Pacific Railroad (UPRR); Michaud Creek Road, West of American Falls - \$80,000, splitting the total cost of \$160,000 with UPRR; East Anderson/Holmes (US-20), Idaho Falls - \$150,000, splitting the total cost of \$300,000 with Eastern Idaho Railroad; and E400N and N2300E, South of St. Anthony - \$325,000.

6) Request to Approve Consultant Agreements. In accordance with Board Policy 4001, staff requests approval to exceed the \$1 million agreement limit for District 6 2021 Projects Materials Testing for materials testing services of approximately \$1.61 million; keys #23080 and #23081 – Franklin Interchange to Karcher Interchange – West and Franklin Interchange to Karcher Interchange – East, Canyon County, District 3 for construction services of

approximately \$9 million; and key #20038 – Ramsey Road, Chilco to Scarcello, Lakes Highway District, District 1 for construction and inspection services of approximately \$1.61 million.

7) Contract for Award. The low bid on key #21840 SIA – FY21 District 4 Interstate Striping, I-84/I-86 was more than ten percent over the engineer’s estimate, requiring justification. The difference between the low bid and engineer’s estimate was mainly in the Pavement Marking, Brooming Mechanical, Brooming Rotary, Temporary Traffic Control, and Mobilization Items. The engineer’s estimate was based on historical pricing for similar projects and was adjusted to meet the budget rather than adjusting the scope, which resulted in some of the difference in pricing. Other possible reasons for the disparity could be related to a paint shortage and the unique Idaho specification for paint compared to other state specifications. Also, the project requires a 90-95% bona fide Idaho resident workforce. With the rising prices of fuel, a shortage of materials, and inflation related to COVID, a lower bid is unlikely, and staff recommends awarding the project. Low bidder: Idaho Lines & Signs LLC - \$476,465.

Information Items. 1) Contract Awards and Advertisements. Key #23080 – I-84, Franklin Road Interchange to Karcher Interchange West, District 3. Low bidder: Western Construction Inc. - \$59,293,310.

Key #18701 – FY21 Capital Maintenance Phase 1, Ada County Highway District. Low bidder: Knife River Corporation – Mountain West - \$4,197,000.

Key #23072 SIA – US-26/US-20, Railroad Crossing Underpass, Idaho Falls, District 6. Low bidder: Sunroc Corporation - \$599,705.

Key #21823 SIA – SH-75, Stanley Road Weather Information System, District 4. Low bidder: Angle & Associates - \$123,163.

The list of projects currently being advertised was provided.

2) Professional Services Agreements and Term Agreement Work Tasks Report. From April 30 through May 31, 40 new professional services agreements and work tasks were processed, totaling \$7,413,892. Eleven supplemental agreements to existing professional services agreements were processed during this period in the amount of \$3,101,282.

3) State FY21 Financial Statements. Revenues to the State Highway Account from all state sources were ahead of projections by 6.2% as of April 30. Receipts from the Highway Distribution Account were \$17.7 million more than forecast; although the forecast was lowered due to COVID. State revenues to the State Aeronautics Fund were below projections by 5.3%, or \$122,500. Due to the passage of state legislation, a transfer of \$4 million was made in March; however, those funds are to be expended as grants to local airports. The Department’s expenditures were within planned budgets. Personnel costs had savings of \$4.7 million or 4.2% due to vacancies and timing between a position becoming vacant and being filled. Contract construction cash expenditures were \$19.1 million during the month.

The balance of the long term investments was \$111.9 million at the end of April. These funds are obligated against construction projects and encumbrances. The long term investments plus the cash balance of \$122.5 million includes reserves to mitigate the impact of COVID on FY21 revenue. Expenditures in the Strategic Initiatives Program Fund through April were \$16.5 million. The account received \$222,000 in interest plus a transfer of \$72.8 million as part of the Governor's Building Idaho's Future initiative. Sales tax deposits into the TECM Fund of \$17 million were ahead of the forecast by 27%. Expenditures in this fund were \$33.7 million year-to-date. The federal CARES Act provided \$27.3 million for public transportation. Expenditures totaled \$4.2 million year-to-date.

4) Monthly Reporting of Federal Formula Program Funding through May. Idaho received obligation authority of \$359.9 million through September 30 via an Appropriations Act signed in December. This corresponds to \$363.4 million with match after a reduction for prorated indirect costs. It includes \$425,527 of Highway Infrastructure General Funds carried over from last year in the Transportation Management Area, \$71 million COVID Relief, and \$13.1 million of FY21 Highway Infrastructure General Funds. An extension to the federal Fixing America's Surface Transportation Act was signed in October 2020. Idaho received apportionments of \$396 million. Obligation authority is currently 91% of apportionments. Of the \$365.4 million allotted, \$198.6 million remains.

5) Non-Construction Professional Service Contracts Issued by Business and Support Management (BSM). The BSM Section did not execute any professional service agreements during the previous month.

Monthly Report on Department Activities. CD Stokes said Director Ness had a conflict and sent his regrets on missing the meeting. Staff is continuing to monitor federal activities, as the Fixing America's Surface Transportation Act will expire in September. Congress is also discussing the appropriations act; although it has concerns that the Highway Trust Fund is insufficient to fund the transportation act. CD Stokes also reported that the first broadband rulemaking meeting was held last week. There is a lot of interest in this topic and the meeting was well attended.

Chairman Moad thanked CD Stokes for the report.

Delegation – City of Meridian. Meridian Mayor Robert Simison elaborated on the extensive growth in Meridian and the surrounding area. He requested the construction of an I-84 Linder Road overpass to connect the community and relieve congestion on other roads and interchanges. The City of Meridian is willing to contribute \$2.5 million for the project, with the funds to be used as ITD deems appropriate, including for design or environmental work.

Member DeLorenzo thanked Mayor Simison for his partnership and offer of financial assistance. Chairman Moad asked if Ada County Highway District (ACHD) supports the overpass request. Mayor Simison responded that the City has discussed the project with ACHD; however, the overpass is not currently in ACHD's program.

Chairman Moad thanked Mayor Simison for the presentation.

Adopt-A-Highway (AAH) Recognition. Member DeLorenzo commended Mike and Gretchen for participating in the AAH Program. The group has been picking up litter on US-20, milepost 118 to 120; SH-21, milepost 73 to 75; and SH-21, milepost 94.7 to 100 since 2003.

2022 Draft Legislation. Governmental Affairs Manager (GAM) Mollie McCarty presented draft legislation for the driver license surrender requirement, Interagency Working Group membership change, and one year commercial learner's permit.

Vice Chair Vassar made a motion, seconded by Member Horsch, and passed 6-0 by individual roll call vote, to approve the following resolution:

RES. NO. WHEREAS, the Idaho Governor's Office has directed that state agencies submit
ITB21-38 proposed 2022 legislation to the Division of Financial Management (DFM) for
review and approval; and

WHEREAS, Idaho Transportation Department staff presented three (3) draft legislative proposals at the June 2021 Idaho Transportation Board meeting for consideration during the 2022 legislative session; and

WHEREAS, DFM will review the following legislative ideas, also authorizing the development of draft legislation to be submitted for its review and approval:

- 1) Red Tape Reduction – driver license surrender requirement
- 2) Red Tape Reduction – Interagency Working Group membership change
- 3) Red Tape Reduction – one year commercial learner's permit

NOW THEREFORE BE IT RESOLVED, that the Idaho Transportation Board approves submittal of proposed draft legislation for corresponding DFM/ Governor's Office approved legislative ideas, for further consideration.

Chairman Moad thanked GAM McCarty for the presentation.

2021-22 Administrative Rulemaking. Ramón Hobdey-Sánchez, Governmental Affairs Program Manager (GAPM), requested reauthorizing the seven fee rules to ensure they would not expire and would be advanced as temporary with no changes. The Board acted on this issue in February, contingent on the *sine die* adjournment of the 2021 Idaho Legislature; however, due to no formal *sine die* of the legislative session, staff requests the temporary effective date of the fee rules under Title 39 be set as July 1, 2021.

GAPM Hobdey-Sánchez also recommended reauthorizing the Department's 37 non-fee rules. These rules are currently set to expire on June 30, 2021. Revisions are proposed to 11 rules in support of Governor Little's Red Tape Reduction Initiative. Changes are mainly non-substantive modifications and remove restrictions and redundancies with Idaho Code.

Member Kempton made a motion, seconded by Vice Chair Vassar, and passed 6-0 by individual roll call vote, to approve the following resolution:

RES. NO. WHEREAS, final legislative action by the 1st Regular Session of the 66th Idaho

ITB21-39 Legislature to adopt the Idaho Transportation Department's pending fee rules has not yet occurred; and

WHEREAS, pursuant to Section 67-5226, Idaho Code, the Governor has found that temporary adoption of these rules is appropriate to protect the public health, safety, and welfare of the citizens of Idaho and confer a benefit on its citizens; and

WHEREAS, these rules implement the duly enacted laws of the State of Idaho, provide citizens with the detailed rules and standards for complying with those laws, and assist in the orderly execution and enforcement of those laws; and

WHEREAS, the expiration of these rules without due consideration and processes would undermine the public health, safety, and welfare of the citizens of Idaho and deprive them of the benefit intended by these rules; and

WHEREAS, the Governor has also found that the fees or charges being imposed are justified and necessary to avoid immediate danger to the Department's budget, to the state budget, to necessary state functions and services, and to avoid immediate danger of a potential violation of Idaho's constitutional requirement that it balance its budget.

NOW THEREFORE BE IT RESOLVED, that the Idaho Transportation Board rescinds the contingent effective date of the Idaho Legislature's 2021 *sine die* adjournment; and

BE IT FURTHER RESOLVED, that the Board is adopting these temporary fee rules to be effective July 1, 2021.

Member Hoff made a motion, seconded by Vice Chair Vassar, and passed 6-0 by individual roll call vote, to approve the following resolution:

RES. NO. ITB21-40 WHEREAS, the Idaho Transportation Department's 37 non-fee rules are set to expire at midnight on June 30, 2021; and

WHEREAS, the Department has the opportunity to continue streamlining and updating rule language in direct support of Governor Little's Red Tape Reduction Initiative; and

WHEREAS, changes and modifications have been proposed to the following 11 chapters:

- [39.02.01](#): Rules Governing Vehicle Manufacturer and Distributor Franchise Requirements (Repeal)
- [39.02.09](#): Rules Governing Requirements for Manufacturer's Certificate of Origin (MCO)
- [39.02.27](#): Rules Governing Titling and Registration of Non-Resident Commercial Vehicles and Transient Farm Labor Vehicles
- [39.02.43](#): Rules Governing Registration and Title Fee Refunds

- [39.02.45](#): Rules Governing Fees for Lapsed Registration Periods
- [39.02.80](#): Rules Governing Motor Carrier Financial Responsibility
- [39.03.47](#): Rules Governing Certification of Local Improved Road Mileage
- [39.03.80](#): Rules Governing Legalization of Overloaded Vehicles
- [39.02.26](#): Rules Governing Temporary Vehicle Clearance for Carriers
- [39.03.05](#): Rules Governing Special Permits – Oversize Non-Reducible
- [39.03.81](#): Rules Governing Issuance of Temporary Permits In Lieu of Full Registration (Repeal); and

WHEREAS, pursuant to Section 67-5226, Idaho Code, the Governor has found that temporary adoption of these rules is appropriate to protect the public health, safety, and welfare of the citizens of Idaho and confer a benefit on its citizens; and

WHEREAS, these rules implement the duly enacted laws of the State of Idaho, provide citizens with the detailed rules and standards for complying with those laws, and assist in the orderly execution and enforcement of those laws; and

WHEREAS, the expiration of these rules without due consideration and processes would undermine the public health, safety, and welfare, of the citizens of Idaho and deprive them of the benefit intended by these rules.

NOW THEREFORE BE IT RESOLVED, that the Idaho Transportation Board is adopting the non-fee rules under Title 39 of the Idaho Administrative Procedures Act with the proposed changes and these temporary rules will be effective July 1, 2021.

Chairman Moad thanked GAPM Hobdey-Sánchez for the presentation.

Review of Draft FY22-28 ITIP. FP&AM Collins presented the draft FY22-28 ITIP, which was prepared in collaboration with the metropolitan planning organizations and LHTAC. He recommended proceeding to the 30-day public comment period on the multimodal plan.

Member DeLorenzo made a motion, seconded by Vice Chair Vassar, and passed 6-0 by individual roll call vote, to approve the following resolution:

RES. NO. WHEREAS, it is in the public's interest for the Idaho Transportation Department
ITB21-41 to publish and accomplish a current, realistic, and fiscally constrained seven year
Idaho Transportation Investment Program (ITIP); and

WHEREAS, it is the intent of the Idaho Transportation Board to effectively utilize all available federal, state, local, and private capital investment funding; and

WHEREAS, the program update cycle requires cooperation with partner agencies in its calendar of activities; and

WHEREAS, the Board has reviewed the list of projects and analysis for the Draft FY 2022 - 2028 ITIP; and

WHEREAS, the next activity in the program update cycle is public review and comment per 23 CFR 450.210; and

WHEREAS, public involvement and input from stakeholders and interested citizens allows the Board to better understand Idaho's various transportation needs; and

WHEREAS, project selection and program approval is scheduled for the Board's September meeting after incorporating public comment.

NOW THEREFORE BE IT RESOLVED, that the Board will commence public involvement in July with project and program information incorporated from the publication entitled *Draft FY 2022 - 2028 ITIP, June Board Meeting*.

Chairman Moad thanked FP&AM Collins for the presentation.

Consolidation of Administrative Policy 5505 Operating State-Owned Vehicles and 5535 State Owned Vehicle Usage Practices. Maintenance Services Manager (MSM) Steve Spoor presented Administrative Policy 5505 Operating and Usage Practices of State-Owned Vehicles. The title was changed from Operating State-Owned Vehicles because the revised policy incorporates Administrative Policy 5535 State Owned Vehicle Usage Practices, which would be deleted. In addition to the consolidation of the policies, revisions include edits to reflect modernization and compliance with current policies and language on the use of telematics to collect data from vehicles. Additional changes based on last month's discussion include language to clarify who the supervising employee is of a non-state employee and the inclusion of the Release and Acknowledgement of Responsibility form.

Member DeLorenzo moved, seconded by Vice Chair Vassar, and passed 6-0 by individual roll call vote, to approve the following resolution:

RES. NO. ITB21-42 WHEREAS, the Idaho Transportation Board is charged with setting policies for the Idaho Transportation Department; and

WHEREAS, Administrative Policy 5505 Operating State-Owned Vehicles was consolidated with Administrative Policy 5535 State Owned Vehicle Usage Practices and renamed 5505 Operating and Usage Practices of State-Owned Vehicles; and

WHEREAS, 5505 Operating and Usage Practices of State-Owned Vehicles was revised to include the use of telematics and update references to other policies on smoking in vehicles and the use of handheld electronic devices in vehicles.

NOW THEREFORE BE IT RESOLVED, that the Board concurs with revisions to Administrative Policy 5505 Operating and Usage Practices of State-Owned

Vehicles and deletion of Administrative Policy 5535 State Owned Vehicle Usage Practices.

Chairman Moad thanked MSM Spoor for his work on the policy.

Report on 2020 Traffic Volumes and the Current Status of Traffic in Idaho. Roadway Data Manager (RDM) Margaret Pridmore said the pandemic had a significant impact on traffic last year, with traffic counts dropping significantly after steadily increasing since 2011. The automatic traffic recorders and portable counters recorded 17.4 billion vehicle miles travelled in 2020. The 2019 count was approximately 18 billion miles. So far in 2021, the overall traffic across the state has surpassed the 2019 levels and is continuing to rise. Many rural roads are recording record high volumes. Only the off-state urban roads are still below the 2019 counts.

Chairman Moad thanked RDM Pridmore for the informative report.

Idaho State Police (ISP) Commercial Vehicle Safety (CVS). ISP Lieutenant Jason Bailey said the CVS Section's mission is to increase safety on Idaho's roads. The 22 investigators, including 5 hazardous materials specialists, enforce safety regulations and educate drivers and the industry about commercial vehicle safety. He outlined its authority, per Idaho Code and federal regulations, and which vehicles and carriers are exempted.

Lt. Bailey said ISP delegated authority via a memorandum of understanding to ITD that gives port of entry (POE) personnel authority to enforce specific regulations, such as size and weight limits. During an average day shift, about 8,000 commercial vehicles pass through Idaho's POEs. He is concerned with the number of highway crashes, which appear to be increasing, and expressed appreciation for the good working relationship with ITD.

In response to questions from the Board, Lt. Bailey clarified that POE personnel can issue citations for some regulations, but not traffic infractions. They call ISP to address issues such as a suspected impaired driver. ISP tries to investigate every crash involving a commercial vehicle; however, that is not always possible. Because the Board can designate highways for weights up to 129,000 pounds, Chairman Moad said it would be helpful to know the weights of commercial vehicles involved in crashes. Lt. Bailey said he can look into that.

Chairman Moad thanked Lt. Bailey for the informative presentation and for his service.

Idaho Traffic Safety Commission (ITSC) Annual Report. Highway Safety Manager (HSM) John Tomlinson provided an overview on the ITSC, which was established in Idaho Code. Its members have varied backgrounds, including law enforcement, education, and medical. It meets twice a year to discuss behavioral issues, provide suggestions on the Highway Safety Plan, and recommend projects.

ITSC Member Emily Kormylo with the State Department of Education said she has learned a lot as a member of the ITSC and ITD's Strategic Safety Team that has been applicable to the drivers' education program. ITSC Member Lt. Colonel Sheldon Kelley also reported on the benefits of the ITSC and the excellent working relationship ISP has with ITD.

June 24, 2021

FY22 Highway Safety Plan. HSM Tomlinson presented the FY22 Highway Safety Plan. The document, required by the National Highway Traffic Safety Administration, funds activities to reduce traffic crashes, deaths, and injuries. No significant changes were made to the draft Plan since it was presented last month for review.

Member DeLorenzo moved, seconded by Vice Chair Vassar, and passed 6-0 by individual roll call vote, to approve the following resolution:

RES. NO. WHEREAS, Idaho experienced 22,509 reportable traffic crashes, 215 traffic
ITB21-43 deaths, and 1,101 people seriously injured in 2020; and

WHEREAS, the economic cost of traffic crashes in Idaho for 2020 was more than \$3.9 billion; and

WHEREAS, the Idaho Transportation Department's vision is to have zero traffic deaths; and

WHEREAS, the National Highway Traffic Safety Administration (NHTSA) may allocate nearly \$4 million in funding behavior safety programs for Idaho to help eliminate traffic deaths and serious injuries; and

WHEREAS, the Office of Highway Safety and the Idaho Traffic Safety Commission have developed the Highway Safety Plan for Federal Fiscal Year 2022 to work toward the elimination of Idaho traffic deaths, serious injuries, and economic losses; and

WHEREAS, the Highway Safety Plan is required by NHTSA in order to receive funding from NHTSA.

NOW THEREFORE BE IT RESOLVED, that the Idaho Transportation Board adopts the Highway Safety Plan for Federal Fiscal Year 2022, which is on file in the Office of Highway Safety.

Chairman Moad thanked HSM Tomlinson for the presentations.

Executive Session on Legal and Personnel Issues. Vice Chair Vassar made a motion to meet in executive session at 12:15 PM to discuss personnel issues as authorized in Idaho Code Section 74-206 (b) and legal issues as authorized in Idaho Code Section 74-206 (f). Member Horsch seconded the motion and it passed 6-0 by individual roll call vote.

The discussion on legal matters related to operations. The discussions on personnel matters related to the performance of employees.

The Board came out of executive session at 2:00 PM.

District 3 Annual Report. District 3 Engineer (DE) Caleb Lakey emphasized the focus on safety and was pleased to report that employees recorded 350 days worked without a lost time

injury this fiscal year. He highlighted operations and construction activities. The District processed 708 permits for encroachments, special events, developments, and access in FY21, compared to 636 in FY20. Staff delivered all seven of its FY22 projects on time and kept the roads clear of ice and snow 83% of the time this past winter. In closing, he commended his staff for their accomplishments.

The Board thanked DE Lakey for the informative report and his leadership.

Update to Board Policy 4076 Use of Unallocated ITIP Funds. Chief Engineer (CE) Blake Rindlisbacher proposed revising Board Policy 4076 Use of Unallocated ITIP Funds to increase the amount of unallocated funds from \$5 million to \$10 million annually. This would support partnering opportunities and enable responding to economic, safety, and operational needs that emerge that are difficult to anticipate, schedule, and program in the regular seven-year ITIP.

Member DeLorenzo made a motion, seconded by Member Horsch, and passed 6-0 by individual roll call vote, to approve the following resolution:

RES. NO. WHEREAS, the Idaho Transportation Board supports the Idaho Transportation
ITB21-44 Department mission of safety, mobility, and economic opportunity; and

WHEREAS, the Board is charged with considering the safety and convenience of the highway users; and

WHEREAS, it is the intent of the Board to effectively utilize all available federal and state capital investment funding; and

WHEREAS, the Board is charged with setting policies for the Department.

NOW THEREFORE BE IT RESOLVED, that the Board approves revisions to Board Policy 4076 Use of Unallocated Idaho Transportation Investment Program (ITIP) Funds, increasing the amount of funds to not exceed \$10 million.

Chairman Moad thanked CE Rindlisbacher for updating the policy.

Public Transportation Advisory Council (PTAC) District 1 Appointment. Shauna Miller, Grants/Contracts Officer (G/CO), said the District 1 PTAC term expires at the end of this month. The Public Transportation Office solicited applications and received one. PTAC reviewed the application and determined the candidate is fit to serve on the Council. The term commences July 1, 2021 and expires on June 30, 2024.

Member Thompson made a motion, seconded by Vice Chair Vassar, and passed 6-0 by individual roll call vote, to approve the following resolution:

RES. NO. WHEREAS, Idaho Statute 40-514 establishes the Public Transportation Advisory
ITB21-45 Council (PTAC); and

WHEREAS, the PTAC shall be comprised of six (6) members representing the six (6) Idaho Transportation Department Districts to be appointed by the Idaho Transportation Board; and

WHEREAS, the term of each member shall be three (3) years and the initial appointments to the council shall be such that two (2) members shall be appointed each year thereafter; and

WHEREAS, applications were solicited from interested parties to fill the position in District 1 with one submitted application; and

WHEREAS, the Public Transportation Office solicited public comment on the submitted application from April 5, 2021 to May 5, 2021; and

WHEREAS, the submitted application and associated public comments were reviewed by the PTAC at its June 15, 2021 meeting where the council determined the applicant is qualified to fill the vacant District 1 position.

NOW THEREFORE BE IT RESOLVED, that the Board has determined to appoint Ryan Luttmann for the District 1 PTAC position for the completion of the term of July 1, 2021 through June 30, 2024.

PTAC District 4 Appointment. G/CO Miller said the District 4 PTAC term expires at the end of this month. The Public Transportation Office solicited applications and received one. PTAC reviewed the application and determined the candidate is fit to serve on the Council. The term commences July 1, 2021 and expires on June 30, 2024.

Member Kempton made a motion, seconded by Vice Chair Vassar, and passed 6-0 by individual roll call vote, to approve the following resolution:

RES. NO. WHEREAS, Idaho Statute 40-514 establishes the Public Transportation Advisory
ITB21-46 Council (PTAC); and

WHEREAS, the PTAC shall be comprised of six (6) members representing the six (6) Idaho Transportation Department Districts to be appointed by the Idaho Transportation Board; and

WHEREAS, the term of each member shall be three (3) years and the initial appointments to the council shall be such that two (2) members shall be appointed each year thereafter; and

WHEREAS, applications were solicited from interested parties to fill the position in District 4 with one submitted application; and

WHEREAS, the Public Transportation Office solicited public comment on the submitted application from April 5, 2021 to May 5, 2021; and

WHEREAS, the submitted application and associated public comments were reviewed by the PTAC at its June 15, 2021 meeting where the council determined the applicant is qualified to fill the vacant District 4 position.

NOW THEREFORE BE IT RESOLVED, that the Board has determined to appoint Jeffrey McCurdy for the District 4 PTAC position for the completion of the term of July 1, 2021 through June 30, 2024.

Chairman Moad thanked G/CO Miller for the presentations.

WHEREUPON, the Idaho Transportation Board's regular monthly meeting adjourned at 2:40 PM.

Signed
BILL MOAD, Chairman
Idaho Transportation Board

Read and Approved
July 22, 2021
Pocatello, Idaho

June 24, 2021