

REGULAR MEETING
IDAHO TRANSPORTATION BOARD

April 19 - 20, 2023

The Idaho Transportation Board met at 10:30 AM on Wednesday, April 19, 2023, in Twin Falls, Idaho. The following principals were present:

William (Bill) H. Moad, Chairman
James R. Thompson – District 1
Gary Osborn - District 2
Julie DeLorenzo, Vice Chair – District 3
Jim Kempton, Member – District 4
John Bulger, Member – District 5
Scott Stokes, Director
Dan McElhinney, Chief Deputy/Chief Operations Officer
Lorraine Dennis, Executive Assistant to the Board

District 4 Tour and Outreach Workshop. The Board viewed the west and south Jerome Interchanges, I-84 Jerome to Twin Falls Transportation Expansion & Congestion Mitigation (TECM) project, Kimberly Interchange and Perrine Bridge crossing options. Following the tour, the Board convened at the Hilton Garden Inn where staff provided additional information on the projects they viewed and received an update on the Burley and Heyburn Interchanges, TECM projects.

Chairman Moad and Member Kempton welcomed participants of the Idaho Transportation Investment Program (ITIP) Outreach Workshop. Director Stokes gave opening remarks and introduced District 4 Engineer Jesse Barrus who facilitated the workshop. Participants had time to review several project displays arranged around the room and interact with staff and the Board. They reconvened to hear presentations from Idaho Transportation Department (ITD) staff. Chief Deputy/Chief Operations Dan McElhinney and DE-4 Jesse Barrus presented TECM project and District 4 priority projects information. Motor Vehicle Administrator Lisa McClellan gave an update on DMV and Aeronautics Administrator Jeff Marker presented information on aeronautics and public transportation. Chief Administrative Officer Dave Tolman provided an update on policy directives for Locals, and Local Highway Technical Assistance Council (LHTAC) Administrator Laila Kral presented local funding opportunities for Locals. The Workshop concluded with an open session to receive comments from local transportation officials.

WHEREUPON, the Idaho Transportation Board's tour and workshop recessed at 4:18 PM.

April 20, 2023

The Idaho Transportation Board convened at 8:00 AM on Thursday, April 20, 2023, at the District 4 Office in Shoshone, Idaho. All members were present. Lead Deputy Attorney General Tim Thomas joined and District 6 Board Member Bob Hoff participated remotely.

Building Tour. The Board toured the District 4 administrative building.

Workshop. Department Workforce Planning for FY24 – 25. Director Scott Stokes welcomed the Board and provided an overview of staff's analysis of ITD's workforce capacity. Since 2010, they reduced 185 employees – losing a number of maintenance support functions. With the current growth of people and traffic, ability to delivery projects, and managing consultants, staff is reassessing needs. The workshop presents some observations and opportunity for Board input as a precursor to presenting recommendations to the legislature next year.

A panel of ITD staff included CD/COO Dan McElhinney, District 1 Engineer Damon Allen, Chief Engineer Blake Rindlisbacher, District 5 Engineer Todd Hubbard, and Chief Administrative Officer Dave Tolman.

CD/COO McElhinney presented information on the history, need to do workforce planning and the current number of positions. Some highlights included demands on maintenance exceed capacity, significant increases in the federal and state construction program, demands on managing consultant outsourcing, and value of work/life balance for the workforce. After adjustments made in FY23, the current position count for FY24 is 1592 (down 56 positions).

District 1 Engineer Damon Allen provided an evaluation, analysis on recent workload changes and challenges due to heavy growth and the demand on the system, and data on increases in traffic congestion and crashes as a result. Some highlights included reviewing key priorities evaluating safety, customer service, project delivery, core capacity, and efficiency. With a focus on project delivery, bridges, facilities, special crews, operations, specialty programs, and administration.

CE Rindlisbacher provided information on ITD's core competency in teaming with contractors and consultants to deliver projects. Staff in project delivery who have been with ITD more than 5-years represents 61.5% of the total workforce, of which only 51% have been in their current role less than 2-years.

DE-5 Hubbard addressed how the reduction of staff led to many of the crews having to absorb workloads. Ten person crews have been reduced to six creating project delays and challenges when staff take time off. DE-1 Allen stated, in his district alone, there was \$1M worth of damage done to state property. Because they do not have dedicated maintenance crews to do the repairs, they outsource the work to cover the additional demand.

DE-1 Allen reported on project delivery challenges. Some highlights included the significant increase in construction payouts projected versus actual, going from \$800M to \$1B. The use of outsourced work for design and inspection increased to 70% consultant and 30% state. ITD wants to maintain a 30% core competency benchmark. CE Rindlisbacher added consultant agreements also increased going from 267 in 2010 to some spikes of 450 in 2022. Demand in processing time to execute those agreements at the staffing level results in bottlenecks.

In response to Member Bulger's question on why the number of consultant agreements are so high, CE Rindlisbacher replied the dollars have increased but the staff has not so they rely on consultants. Their use also helps to maintain the core competency workforce balance in relation to economic fluctuations of having to either scale the workforce up or down.

DE-1 Allen reviewed the evaluation findings and recommendations for additional Full-Time Positions (FTP) prioritization represented in three functional categories: maintenance capacity - 65 FTP, project delivery capacity - 73 FTP, and program delivery support services – 8 FTP. The estimated personnel costs for the total additional 146 FTP recommendation is \$13.8 million per year.

CAO Tolman outlined the next steps, which included drafting a proposed budget request, developing implementation concepts for FY25, and then providing the Board updates at the June and fall board meetings.

Business Meeting. Safety Share. Shop Superintendent Jerry Ford reported the importance of staying engaged while driving and promoted Distracted Driving Awareness.

The Executive Assistant to the Board took an attendance roll call vote. District 6 Member Bob Hoff participated remotely.

Chairman Moad thanked SS Ford for the important message. Because the workshop ran longer than expected, the Chairman moved the Adopt-A-Highway presentation up on the agenda.

Adopt-A-Highway. Member Kempton presented the AAH award to West Magic Lake Recreation Club Member Mike Watson. The Club, that was formed in 1979, picks up litter on West Magic Road plus one mile north and south of the SH-75 junction. Mr. Watson thanked ITD and the Board for the award.

Board Minutes. Member Bulger made a motion to approve the minutes of March 23, 2023, seconded by Member Osborn, and the motion passed unanimously by roll call vote.

Board Meeting Dates. The next meeting is May 17 & 18, 2023, in Pocatello. The July board tour/meeting in District 6 was moved to October and dates were set for the November and December meetings.

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

RES. NO. WHEREAS, consent calendar items are to be routine, non-controversial, self-
ITB23-31 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 amendments for COMPASS transit projects, Key No. 23667 and 19041, adjustments to the Local Safety Program and modifying the Rail-Highway Crossing Program in the FY23-29 ITIP, and contract awards.

1) Amend COMPASS Transit Project in the FY23-29 Idaho Transportation Investment Program (ITIP). Amend the Transit – Rolling Stock, Infrastructure, and Technology project at the request of COMPASS and the sponsor Valley Regional Transit. The FY2023 project cost is \$1,689,000. The local match of \$124,000 will be paid by VRT. There is a project increase of \$1,503,000 from what was estimated in the approved ITIP. The increase is to cover software needs and higher costs on a construction project on the Orchard Transit facility.

2) Amend COMPASS Transit Project in the FY23-29 Idaho Transportation Investment Program (ITIP). Amend the Transit – Operations, Mobility Management project at the request of COMPASS and the sponsor Valley Regional Transit. The FY2023 project cost is \$5,195,000. The local match of \$2.6 million will be paid by VRT. There is a project increase of \$3,781,000 from what was estimated in the approved ITIP.

3) Adjustments to the Local Safety Program in the FY23-29 ITIP. Adjust projects in the Local Highway Safety Improvement Program (LHSIP) at the request of the Local Highway Technical Assistance Council (LHTAC) and the City of Moscow. KN22402, Public Ave Corridor Safety Improvements, cost of \$784,000, is delayed from FY23 to FY24 due to right-of-way constraints. Funding is being distributed to increase construction on four other FY23 projects.

4) Modify the Rail-Highway Crossing Program in the FY23-29 ITIP. Add the US-93 (S Greenwood St) RRX (UPRR Crossing #812913K) in Shoshone to the RHCP at the request of the Lincoln County Commissioner and Mayor of Shoshone. Total project cost is estimated at \$300,000. Costs will be split 50:50 between ITD and Union Pacific Railroad. Idaho State Grade Protection funds will be used to cover ITD's portion of the project costs, estimated to be \$150,000.

5) Contract awards. The low bids on the following project is more than ten percent over the engineer's estimate, requiring justification. On key #23708SIA, I-84, interstate striping, District 3, some differences between the low bid and engineer's estimate are for pavement markings and mobilization; and key #20678, bridge repair, District 1, some differences between the low bid and engineer's estimate are for concrete and epoxy overlay and mobilization.

The engineer's estimate was developed using the average bid costs of previous projects in the area and assumed price increases. The Districts does not believe re-advertising the projects

would result in lower bids, and recommends awarding the contract. Low bidder, for key #23708: Curtis Clean Sweep - \$554,807.06 and key #20678: C.L. Heilman Co. – \$3,642,117.23.

Informational Items.

1) Contract awards and advertisements. There were nine ITD contracts awarded that did not require Board approval from March 1 – 31, 2023. From October 1, 2022 to March 31, 2023, 44 ITD contracts were bid, of which seven were Local.

The list of projects currently being advertised was provided.

2) Professional services agreements and term agreement work tasks report. From February 25, 2023 to March 26, 2023, 37 new professional services agreements and work tasks were processed, totaling \$18,745,317. Five supplemental agreements to existing professional services agreements were processed during this period for \$769,734.

3) Non-construction professional service contracts. Per Board Policy 4001, staff is required to report all non-construction professional service agreements. The department did not execute any professional service agreements for the previous month.

4) Monthly report of federal formula program funding through April 3. Idaho received full-year FY23 obligation authority of \$394.2 million through September 30, 2023, via the consolidated appropriations act passed on December 29. OA includes \$9.3 million of Highway Infrastructure General Funds carried over from FY20 and FY21 and \$45 million of Infrastructure Investment and Jobs Act (IIJA) Bridge Formula funds. The IIJA was signed on November 15, 2021. Additional apportionments were allocated via the Appropriations Act. Idaho received apportionments of \$444.7 million. FY23 obligation authority through September 30, 2023 is 88.7% of apportionments. Allotted program funding is \$426.5M with \$283.6M remaining.

5) FY23 financial statements. Revenues to the State Highway Account from all state sources as of February 28 are ahead forecast by 1%; however, revenues in the HDA are down 1.4%. State revenues to the State Aeronautics Fund were ahead of forecast by 49.1%, or \$770K. The Department's expenditures were within planned budgets. Personnel costs savings of \$5.1M is due to vacancies and timing. Contract construction cash expenditures in the SHA are \$313.3M for July – Feb., and total construction expenditures from the five different funds sources total \$533M.

The balance of the long-term investments was \$176.5M as of the end of February. These funds are obligated against construction projects and encumbrances. The cash balance is \$133.4M. Expenditures in the Strategic Initiatives Program Fund for first seven months were \$47.5M. Deposits into the Transportation Expansion and Congestion Mitigation Fund were \$70.1M. Funds are from the 4.5% of Sales Tax authorized by the Legislature. Initial receipts of \$13.1M is committed to debt service. Expenditures in this fund for construction expenses were \$47.6M. The federal CARES Act provided \$27 million for public transportation. Expenditures totaled of \$3 million for July – Feb. Expenditures for the TECM bond program during this period is \$66.2M and \$63.3M for GARVEE.

Director's Monthly Report. Director Stokes reported the accomplishments of ITD employees through the number of industry awards received in the last six months. Some highlights included in 2023, two workgroups received national recognition in the Leadership in Community Service category – one for “Making Work Zones Safer” and the other for “Winter Road Maintenance Customer Service to Idaho Road Users.” In early February, paving on five ITD projects were recognized for superior quality by the National Asphalt Paving Association. TECM Program Manager Amy Schroeder was named winner of the Ethel S. Brichland Lifetime Achievement Award from the American Road and Transportation Builders Association Foundation in October 2022. Aeronautics’ aircraft mechanic Tim Henderson was recently awarded the Master Technician Award from Flight Safety International, and District 1 Erica Aamodt, by peer vote, won Best Presentation at the NW Geotech Workshop.

Director Stokes also reported on the Aht’Wy Interchange groundbreaking, the Office of Highway Safety Best in Show at 2023 Rockies Awards, and awards anticipated for Idaho Press Club and internal ITD Impact Awards. Employee recognition week is scheduled for May 8 - 12. Director Stokes concluded with an update on the executive team leadership’s statewide employee visits happening April through June.

Chairman Moad thanked Director Stokes for his report.

Legislative Update. Government Affairs Manager Colby Cameron reported the legislative session ended April 6 and provided a recap. Some highlights included the passage of ITD’s budget that included about \$650 million of new infrastructure funding, Member Bulger’s appointment was confirmed by the senate, and all three of ITD’s legislation passed as were the administrative rules. Other legislation that passed is the trailer legislation for TECM and the new \$100 million strategic initiatives grant program for urban and rural Local entities. Of interest, the roadways surrounding the capitol building passed. The director of the department of administration will have input to the design and use of those streets. Usage fees for electric vehicles did not pass; however, it is anticipated to return next year.

Chairman Moad thanked GAM Cameron for his update.

District Engineer Report: District 4 Engineer Jesse Barrus presented his annual district update covering safety, program delivery, external engagement, administrative building update, and innovation. Some highlights included storm hours for the winter season were up by 5,106 compared to last year with zero injuries or incidents. To date, seven projects totaling \$73.7 million have been delivered. Projects funded with past board unallocated funds were SH-75, Hailey to Timber Way, US-93 and 3400 turn bay, and 294 luminaires replacements. Staff is engaged with the Magic Valley Metropolitan Planning Organization (MPO) formation of which ITD will be a voting member. The MPO is required to be established by December 28, 2023. Site design is underway for a new district administration building projected to be completed this year. The Division of Military’s Readiness Center is moving forward and bring in utilities to the proposed location site in Jerome County. Staff submitted seven innovations for a \$103,500 dollars saved, and the safety work boot program outlining criteria and process for procurement was implemented.

In response to Member Kempton's question regarding a location for the new MPO, DE-4 Barrus stated the City of Twin Falls will serve as the sponsor providing facilities and support, which in turn, will be compensated either through pay or reduced membership fees.

Board Unallocated Funding for District 4 Signal Upgrades. DE-4 Barrus presented a request for Board Unallocated Funds to repair and upgrade 19 aging traffic signals in Burley, Heyburn, Paul and Ketchum. Most will receive upgrades for detection, signal cabinets, and battery backup. The project is estimated at \$2,000,000.

Member Kempton expressed his support for the project.

Member Kempton made a motion, seconded by Member Thompson, and passed unopposed by roll call vote to approve the following resolution:

RES. NO. WHEREAS, the Idaho Transportation Board supports the ITD mission of safety, ITB23-32 mobility, and economic opportunity; and

WHEREAS, it is in the public interest for ITD to update and improve the signals in District 4; and

WHEREAS; ITD is prepared to incorporate this project into the approved Statewide Transportation Investment Program (ITIP).

NOW THEREFORE BE IT RESOLVED that the Board approves the District 4 Signal Upgrades project be added to the ITIP at a cost of approximately \$2,000,000 using FY 2023 Board Unallocated Funds.

BE IT FUTHER RESOLVED, that the Board approves staff to adjust the program and amend the approved FY 2023- 2029 ITIP accordingly.

Board Unallocated Funding for SH-75, Ohio Gulch Road Traffic Signal. DE-4 Barrus presented a request for Board Unallocated Funds for a traffic signal at Ohio Gulch and SH-75. The project is part of ongoing upgrades for the intersection with high public support. It is also part of the SH-75 TECM corridor. The project is estimated at \$900,000.

Member Kempton expressed his support for the project.

Member Kempton made a motion, seconded by Vice Chair DeLorenzo, and passed unopposed by roll call vote to approve the following resolution:

RES. NO. WHEREAS, the Idaho Transportation Board supports the ITD mission of safety, ITB23-33 mobility, and economic opportunity; and

WHEREAS, it is in the public interest for ITD to install a traffic signal at Ohio Gulch Road and State Highway 75; and

WHEREAS; the traffic signal is designed and ready for advertisement in FY 2023.

NOW THEREFORE BE IT RESOLVED, that the Board approves the Ohio Gulch Signal project at a cost of approximately \$900,000 using FY 2023 Board Unallocated Funds.

Board Unallocated Funding for Wildlife Crossing Signs. District 5 Engineer Todd Hubbard presented a request for Board Unallocated Funds for wildlife crossing signs with flashing beacon capability on I-15 and US-91 to help mitigate animal strikes. The department has been in discussion with the Shoshone-Bannock Tribes. The project is estimated at \$450,000.

Member Bulger expressed his support for the project.

Member Bulger made a motion, seconded by Member Osborn, and passed unopposed by roll call vote to approve the following resolution:

RES. NO. WHEREAS, the Idaho Transportation Board supports the ITD mission of safety, ITB23-34 mobility, and economic opportunity; and

WHEREAS, it is in the public interest for ITD mitigate wildlife crashes on I-15 and US-91; and

WHEREAS, ITD staff has identified an option for wildlife signs; and

WHEREAS, ITD is prepared to incorporate this project into the approved Idaho Transportation Investment Program (ITIP).

NOW THEREFORE BE IT RESOLVED, that the Board approves the wildlife signs project be added to the ITIP at a cost of approximately \$450,000 using FY 2023 Board Unallocated Funds.

BE IT FUTHER RESOLVED, that the Board approves staff to adjust the program and amend the approved FY 2023- 2029 ITIP accordingly.

Board Unallocated Funding for E. Boise Port of Entry Signs and Structures. District 3 Traffic/Operations Engineer Nestor Fernandez presented a request for Board Unallocated Funds to replace variable message signs and failing support structures on both sides of the I-84, E. Boise Port of Entry. The new signs are LED with larger message area for truckers to see. The project is estimated at \$450,000.

In response to Chairman Moad's question on why the 10-year old support structures are failing, T/OE Fernandez stated it may be due to the foundation settling. CD/COO McElhinney stated the structures are cast above ground so they will take a closer look to consider all options.

Vice Chair DeLorenzo expressed her support for the project.

Vice Chair DeLorenzo made a motion, seconded by Member Osborn, and passed unopposed by roll call vote to approve the following resolution:

RES. NO. WHEREAS, it is in the public's interest for the Idaho Transportation Department

ITB23-35 (ITD) to publish and accomplish a current, realistic, and fiscally constrained seven-year Idaho Transportation Investment Program (ITIP); and

WHEREAS, the Idaho Transportation Board is charged with considering the safety operation and convenience of the highway commerce; and

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

WHEREAS, the I-84, East Boise Port of Entry (WB & EB) Variable Message Sign (VMS) are in need of replacement; and

WHEREAS, Idaho Transportation Department is prepared to incorporate this project into the approved ITIP.

NOW THEREFORE BE IT RESOLVED that the Board approves project I-84, E. Boise Port of Entry (WB & EB) VMS Sign and Structure Replacement, be added to the ITIP at a cost of approximately \$450,000 using FY 2023 Board Unallocated Funds.

BE IT FURTHER RESOLVED that the Board approves staff to adjust the program and amend the approved FY 2023 - 2029 ITIP accordingly.

Agreement Authority to Exceed \$1M on Eagle Rd., I-84 to SH-44. Chief Engineer Blake Rindlisbacher presented the request to exceed professional services agreement authority for the Eagle Road, I-84 to SH-44 project by Jacobs Engineering. The scope is to improve safety and mobility on Eagle Road by milling out and repaving the roadway. Negotiations are for additional construction engineering and inspection services of \$600,000 bring the total agreement authority up to \$1.6 million.

Vice Chair DeLorenzo made a motion, seconded by Member Osborn, and passed unopposed by roll call vote to approve the following resolution:

RES. NO. WHEREAS, Board Policy 4001 requires the Transportation Board to approve
ITB23-36 professional services agreements that exceed \$1 million; and

WHEREAS, District 3 will administer this project; and

WHEREAS, funding has been identified and is obligated for this agreement.

NOW THEREFORE BE IT RESOLVED, that the Board approves Project No 22665, Eagle Rd; I-84 to SH-44, Ada Co. to exceed the \$1 million agreement authorization up to \$1,600,000.

Agreement Authority to Exceed \$1M on Simco Rd. Interchange. CE Rindlisbacher presented the request to exceed professional services agreement authority for the Simco Road

Interchange by Horrocks Engineers. The scope is to improve safety on I-84 by replacing the existing bridge and modifying the interchange. Current agreements of \$928,088 and engineer of record services of approximately \$400,000 bring the total agreement authority up to \$1.35 million.

Vice Chair DeLorenzo made a motion, seconded by Member Osborn, and passed unopposed by roll call vote to approve the following resolution:

RES. NO. WHEREAS, Board Policy 4001 requires the Transportation Board to approve
ITB23-37 professional services agreements that exceed \$1 million; and

WHEREAS, District 3 will administer this project; and

WHEREAS, funding has been identified and is scheduled for this agreement.

NOW THEREFORE BE IT RESOLVED, that the Board approves Project No. 19860 Simco Rd. IC, Elmore Co. to exceed the \$1 million agreement authorization up to \$1,350,000.

Agreement Authority to Exceed \$1M on Thorn Creek Rd. to Moscow, Phase I. CE Blake Rindlisbacher presented the request to exceed professional services agreement authority on the Thorn Creek Road to Moscow, Phase 1 project by HMH Engineering. The scope includes reconstruction of US-95 between MP 334.1 and 340 by replacing the existing highway with a four-lane divided highway. For Phase I (\$1.6 million) and including estimated Phase 2 (\$1.9 million), the total agreement authority is up to \$3.5 million.

Member Osborn made a motion, seconded by Member Bulger, and passed unopposed by roll call vote to approve the following resolution:

RES. NO. WHEREAS, Board Policy 4001 requires the Transportation Board to approve
ITB23-38 professional services agreements that exceed \$1 million; and

WHEREAS, District 2 is administering this project; and

WHEREAS, the Board has approved agreement authorization up to \$3,000,000 at the September 2021 Board meeting; and

WHEREAS, funding has been identified and is obligated for this agreement.

NOW THEREFORE BE IT RESOLVED, that the Board approves Project No. 09294, Thorn Creek Rd to Moscow, Phase 1 to exceed the \$1 million agreement authorization up to \$3,500,000.

Allocation of FY2024 ITD State Leading Idaho Funds. Project Management Office Manager Randy Gill reported on the proposed plan for use of the ITD State Leading Idaho Funds. Some highlights included, funding in FY24 increased to \$206 million of which ITD's 60% share is \$124 million. An additional \$96 million has been added to FY24. ITD's share of \$58 million is allocated to pavement, bridge, safety and capacity and supporting infrastructure

asset programs for a total of \$182 million. ITD anticipates these funds to be ongoing. PMO Manager Gill reviewed plans to reserve \$20 million as Safety ST holdback utilizing a late project bidding/delay plan, another \$30 million reserve to cover project adjustment costs, and ITD's program target changes for 2024.

Member Kempton made a motion, seconded by Member Hoff, and passed unopposed by roll call vote to approve the following resolution:

RES. NO. WHEREAS, it is in the public's interest for the Department to publish and
ITB23-39 accomplish a current, realistic, and fiscally constrained Idaho Transportation Investment Program (ITIP); and

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

WHEREAS, the Board has authority to select projects for the State using additional Leading Idaho funds and staff has delivered a plan for the use of these funds; and

WHEREAS, it is expected that these funds are to be ongoing.

NOW THEREFORE BE IT RESOLVED, that the Idaho Transportation Board approves the plan for the use of ITD State Leading Idaho Funds shown in the attached Board Agenda Item.

BE IT FURTHER RESOLVED, the Board approves the ongoing programming of these funds in the FY24-30 Draft Idaho Transportation Investment Program.

US-20, Saturn to Science Center and I-15B/US-26, Sunnyside to Lomax. Engineering Manager Drew Meppen reported on the request to move the Saturn to Science Center and Sunnyside to Lomax projects from the FY28 and FY27 Pavement Preservation Program, respectively, to FY23 for construction. Funding is available to do the mill and inlay projects. Accelerating both projects will help meet the needs of the deteriorating roadways that have sustained significant cracking and large potholes in high traffic areas.

Member Hoff made a motion, seconded by Vice Chair DeLorenzo, and passed unopposed by roll call vote to approve the following resolution:

RES. NO. WHEREAS, the KN 23631 US-20, Saturn to Science Center and KN 22774
ITB23-40 I-15B / US-26 Sunnyside to Lomax projects support the Idaho Transportation Department mission of safety, mobility, and economic opportunity; and

WHEREAS, Board Policy 4011 allows projects to be advanced in the Idaho Transportation Investment Program (ITIP); and

WHEREAS, the Idaho Transportation Department has recognized a need to move the projects into the FY23 Pavement Preservation Program to improve safety and mobility on the respective corridors of US-20 and I-15B/US-26; and

WHEREAS, the Department has determined funds are available in FY23 ST funding to construct these projects.

NOW THEREFORE BE IT RESOLVED, that the FY 2023-2029 ITIP be amended to move the KN 23631 US-20, Saturn to Science Center and KN 22774 I-15B / US-26 Sunnyside to Lomax projects from FY28 and FY27, respectively, to the FY23 Pavement Preservation Program using state funds available of \$2.08M for KN 23631 and \$2.80M for KN 22774.

Transportation Multimodal Partnership Update. CD/COO McElhinney shared the multimodal partnering efforts with Idaho Walk Bike Alliance (IWBA) and Valley Regional Transit (VRT). They hold regular monthly and quarterly focus meetings and have collaborated on several planning topics.

VRT CEO Elaine Clegg provided an overview of VRT's mission, initiatives, current services, and available funding. Some highlights included VRT is the largest public transit agency in the state, serving the urban population of the Treasure Valley. They continue to electrify their bus fleet remaining a leader in low/no emission busses. VRT offers on demand service via call and website. Ridership increased from 900,000 to one million. Annual funding per capita in 2020 was \$46.53 – significantly less than neighboring states. VRT CEO Clegg stated because there is no taxing authority, funding is not stable creating many challenges such as not being able to meet required federal match funds. Creating a stable funding source is a goal, along with offering more regional stops and virtual payment options.

IWBA Executive Director Cynthia Gibson announced, starting on Monday, David Graff will be the new executive director as she is wrapping up her tenure. She provided an overview of the organization and initiatives accomplished. Some highlights included IWBA's 10-member board was formed in 2009 when federal money dedicated to walking/biking projects was no longer available. Since 2013, dedicated state funds for the Child Pedestrian Safety Program were fully funded - a total of \$26 million. Thirty-percent of the population are non-drivers.

Project Manager Margaret Havey provided an update on the ADA Transition Plan. The Plan upgrades existing pedestrian infrastructure on the state highway system into compliance with ADA Act. The 15-year funding outlook commits \$14 million for ADA Program funding. She also provided an update on ITD's Bicycle Plan development, a component of ITD's Complete Streets Policy, that will be completed by summer 2024. Statewide planning and research funds of \$222,000 is planned for Complete Streets.

Planning and Development Manager Scott Luekenga presented key updates on the Idaho State Freight Plan. Some highlights included several public engagement activities were held including a joint session with the Freight and Trucking Advisory Committees. Nineteen projects are programmed in 2023 – 2026 to receive \$42.5 million in freight formula funds. PDM Luekenga also reported on the Corridor ID Program, which is an intercity passenger rail planning and development program that will guide development. If approved, a \$500,000 grant will be available to develop scope and cost estimates. He reviewed the current planning/funding stages.

In response to Vice Chair DeLorenzo's question regarding timing of project selection, PDM Luekenga stated the corridors for the intercity passenger rail will be decided this fall.

VRT CEO Clegg reported on the 2020 Treasure Valley High-Capacity Transit Study that would implement a regional rail system from Caldwell to Boise. She noted most of the infrastructure currently exists and could be implemented for less capital cost than other alternatives.

In response to Chairman Moad's inquiry about bus routes on SH-16, VRT CEO Clegg replied they do anticipate it. Ultimately, VRT wants to build a partnership to create a regional rail system that will help to shift traffic off other systems.

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

The executive session discussion on legal matters related to highway and department operations and personnel matters.

The Board ended executive session at 1:28 PM.

New Administrative Policy 5561, On-Call Policy. Chief Administrative Officer Dave Tolman reported on Administrative Policy 5561, which is a new policy created to establish the parameters for employees required to be available in an on-call status during hours that are outside of their normally defined work schedule. The policy only applies to non-exempt covered employees and administrative, professional, and computer-exempt employees, and is consistent with the guidance provided by the Division of Human Resources. The policy is effective April 30, 2023, and provides a maximum of 14 hours per week for scheduled on-call employees.

Member Hoff, who chairs the Board's Subcommittee on Policies, expressed his support for the policy.

Member Hoff made a motion, seconded by Vice Chair DeLorenzo, and passed unopposed by roll call vote to approve the following resolution:

RES. NO. WHEREAS, Board Policy 4067 authorizes the Idaho Transportation Board
ITB23-41 or Idaho Transportation Department Director to set policies; and

WHEREAS, the newly created Administrative Policy 5561 defines the parameters for employees to be available in an on-call status during hours outside of their normal defined work schedule; and

WHEREAS, the Idaho Division of Human Resources Policy, Section 12, requires agencies to establish their own policy for on-call; and

WHEREAS, the Board Subcommittee on Policies reviewed staff recommendations at its February 2023 meeting and voted to recommend the

policy as written to the full Board.

NOW THEREFORE BE IT RESOLVED, that the Board has reviewed and concurs with the implementation of Administrative Policy 5561, On-Call.

ITD's FY24 Change in Employee Compensation Plan. Human Resources Officer Sharon Snell presented the department's proposed FY24 Change in Employee Compensation Plan. The plan outlines four components: merit increases, targeted classification pay increases, pay line shifts, and Horizontal Career Path implementation. The department has targeted an early implementation date of April 16, 2023.

Vice Chair DeLorenzo made a motion, seconded by Member Osborn, and passed unopposed by roll call vote to approve the following resolution:

RES. NO. WHEREAS, the Idaho Transportation Department's FY24 CEC plan has been
ITB23-42 developed in accordance with ITD's compensation policy, Legislature, Division of Human Resources, and Division of Financial Management; and

WHEREAS, Department staff presented the components of the plan for the proposed CEC plan, including eligibility requirements, to the Idaho Transportation Board at its April 20, 2023 meeting.

NOW THEREFORE BE IT RESOLVED, that the Board approves the Department's FY24 CEC Plan to be implemented early, with the basic components as follows:

- For FY24, Permanent employees with a performance evaluation on file (within the last 12 months) of an "Achieves" or better performance rating will be eligible for an increase based on their performance rating and compa-ratio. Full-time employees who are hired as of April 3, 2023 will be eligible for a salary increase upon successful completion of probation.
- Employees with a rate of pay that falls below the 80% compa-ratio of his or her pay grade will be brought to the new 80% compa-ratio of his or her pay grade after the rate change, regardless of performance or probationary status.
- ITD recognizes that certain classifications continue to be difficult to recruit and retain. Therefore, ITD will address agency-specific issues in the CEC plan.
- Employees who meet eligibility expectations and step pay rate requirements in an approved Horizontal Career Path (HCP) will advance to the next step pay rate within their respective career path, after the components of the above steps.
- Move the HCP steps up the same percent as the pay line move for the specific pay grade.

BE IT FURTHER RESOLVED, that the Board approves the Department to implement the CEC plan with a targeted effective date April 16, 2023, funded from current year salary savings.

Temporary Rule Introduction. Policy Specialist Brendan Floyd reported the legislature passed House Bill 9 that allows CDL holders to renew their licenses online effective July 1,

2023. In order to meet statutory requirements, the department needs to establish a temporary rule for the new renewal allowance to take effect on July 1. A negotiate rule meeting is scheduled on May 15, 2023. Additional changes to the administrative rule are being included to accommodate more DMV online transactions.

In response to Member Bulger's question regarding why citizens over 70 years old cannot do online driver's license renewals, PS Floyd stated statute requires persons over 69 years to come into the office to ensure they have no medical issues or impairments. Chairman Moad questioned if someone who is under 70 years old can renew their license online. PS Floyd clarified they can; however, it cannot extend beyond their 70th birthday.

In response to Member Hoff's question about online hazmat endorsements for CDL holders, PS Floyd confirmed they are not available online and offered only as in office testing.

Chairman Moad thanked PS Floyd for his presentation.

Office of Communication Annual Report. Communication Manager John Tomlinson shared pictures of his new staff members at the districts and headquarters office and reviewed changes in Communication's reporting structure. He shared an in-house produced video showcasing his team's accomplishments. CM Tomlinson reported on external outreach events, ITIP outreach innovations, the new GovQA system for public records requests, increased social media use, and initiatives for 2023.

In response to Member Bulger's question regarding which social media outlets, CM Tomlinson stated they use Facebook, Twitter, and Instagram to publish stories and video.

In response to Member Kempton's inquiry about the public involvement officers' coordination between the district and headquarters office, CM Tomlinson replied they are very collaborative and interact frequently as a group and separately.

Chairman Moad thanked CM Tomlinson for the report.

Zero Fatalities Award. Highway Safety Manager Josephine Middleton presented an award to Camas County who was one of six counties in Idaho with zero traffic-related fatalities in 2022. State Trooper Scott Bolen accepted the award on behalf of Camas County and Camas County Sheriff's Office. ITD staff from the Fairfield Maintenance Shed were also present.

Grants Officer Bill Kotowski provided information on ITD's Distracted Driving Awareness campaign that focuses on raising engaged driving. He played the public service announcement. The message underscores individuals with a strong sense of community and encourages drivers to reflect those values in their driving.

Chairman Moad thanked Office of Highway staff and Trooper Bolen.

Board Unallocated Funds for US-95 Riggins and SH-11. District 2 Engineer Doral Hoff presented a request for Board Unallocated Funds to replace 22 manhole collars and covers on US-95 in Riggins (MP 195-196) and repair pavement on SH-11 from Pierce to Grangemont

Road. The existing manholes are a major concern for the City of Riggins and traveling public. The SH-11 route is an essential route for the logging industry. Repairs will help maintain the corridor as a safer route and allow efficient transport of timber products. The projects are estimated at \$1.8 million.

Member Osborn expressed his support for the project.

Member Osborn made a motion, seconded by Member Hoff, and passed unopposed by roll call vote to approve the following resolution:

RES. NO. WHEREAS, the Idaho Transportation Board supports the Idaho Transportation
ITB23-43 Department (ITD) mission of safety, mobility, and economic opportunity; and

WHEREAS, it is in the public interest for ITD to replace manhole collars and covers on US-95 in Riggins, and to repair the pavement on SH-11 from Pierce to Grangemont Rd. in District 2; and

WHEREAS,- ITD is prepared to incorporate this project into the approved Statewide Transportation Investment Program (ITIP).

NOW THEREFORE BE IT RESOLVED that the Board approves the manhole collars and covers on US-95 in Riggins, and the SH-11 pavement repairs projects be added to the ITIP at a cost of approximately \$1,800,000 using FY 2023 Board Unallocated Funds.

BE IT FUTHER RESOLVED, that the Board approves staff to adjust the program and amend the approved FY 2023- 2029 ITIP accordingly.

Chairman Moad thanked DE-2 Hoff for the presentation.

WHEREUPON, the Idaho Transportation Board adjourned its regular monthly meeting at 2:14 p.m.

Signed

WILLIAM H. MOAD, CHAIRMAN
Idaho Transportation Board

Read and Approved
May 18, 2023
Pocatello, Idaho