

REGULAR MEETING
IDAHO TRANSPORTATION BOARD

May 17 - 18, 2023

The Idaho Transportation Board met at 10:30 AM on Wednesday, May 17, 2023, in Pocatello, 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
John Bulger, Member – District 5
Bob Hoff, Member – District 6
Scott Stokes, Director
Lorraine Dennis, Executive Assistant to the Board

District 4 Member Jim Kempton and Chief Deputy/Chief Operations Officer Dan McElhinney were not present.

District 5 Tour and Outreach Workshop. The Board toured the I-86/I-15 System Interchange Transportation Expansion & Congestion Mitigation (TECM) project. Staff and the contractor provided project information onsite. Following the tour, the Board convened at the Grand Idaho Inn for the Outreach Workshop with local transportation officials.

Chairman Moad and Member Bulger welcomed participants of the Idaho Transportation Investment Program (ITIP) Outreach Workshop. Director Stokes gave opening remarks focusing on expectation for the afternoon, Idaho Transportation Department's (ITD) vision and what it means to invest with purpose for the 7-year ITIP \$612.8 million program. District 5 Engineer Todd Hubbard 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 ITD staff. Highways Administrator Dave Kuisti and DE-5 Todd Hubbard presented TECM projects and District 5 priority projects information. Motor Vehicle Administrator Lisa McClellan gave an update on DMV, Aeronautics Administrator Jeff Marker presented information on aeronautics, and Transportation Planner Shauna Miller provided an overview on Public Transportation. Chief Administrative Officer Dave Tolman presented an update on policy directives for Locals, and Local Highway Technical Assistance Council (LHTAC) Administrator Laila Kral reviewed funding opportunities for Locals. The Workshop concluded with an open form for local transportation officials to ask questions and share comments.

WHEREUPON, the Idaho Transportation Board's tour and workshop recessed at 3:30 PM.

May 18, 2023

The Idaho Transportation Board convened at 8:30 AM on Thursday, May 18, 2023, at the Idaho State Police Office in Pocatello, Idaho. Members and principals from previous day were present. Lead Deputy Attorney General Tim Thomas joined.

Safety Share. Safety Compliance Officer Jeremy Gough reported the importance of checking for missing lug nuts prior to traveling, and sited an example of when a truck tire came off the vehicle. As a result of that incident, staff now uses lug nut orange tag indicators on all their vehicles that visually show if a lug nut has moved/loosen.

Chairman Moad thanked SCO Gough for implementing the safety innovation.

Board Minutes. Member Thompson made a motion to approve the minutes of April 19 & 20, 2023, seconded by Member Osborn, and the motion passed unanimously.

Board Meeting Dates. The next meeting is June 14 & 15, 2023 in Boise.

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

RES. NO. WHEREAS, consent calendar items are to be routine, non-controversial, self-
ITB23-44 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 amendment of Bonneville Metropolitan Planning Organization (BMPO) Idaho Falls transit project, addition of 1st Street widening project and Center Street Railroad Bridge Underpass project to the FY23-29 ITIP, the State Institution Road Improvement College of Eastern Idaho project, contract award, and contract to reject.

1) Amend BMPO Idaho Falls transit project in the FY23-29 Idaho Transportation Investment Program (ITIP). Amend the FY23 transit Idaho Falls/Ammon UZA Capital Service project at the request of BMPO and the sponsor Greater Idaho Falls Transit (GIFT). The FY2023 project cost is \$1,853,000. The local match of \$371,000 will be paid by GIFT. The project provides operations for the Mobility on Demand programs in the Idaho Falls area.

2) Add 1st Street widening project, City of Ammon to FY23-29 ITIP. Addition of KN24250, 1st Street widening from Hitt Road to Ammon Road in the City of Ammon. BMPO has added this

project to their transportation improvement program. The project cost is \$6,291,820 and will be added to FY23 of the FY23-29 ITIP.

3) Add Center Street Railroad Bridge Underpass, City of Pocatello to the FY23-29 ITIP. Advance KN 12098, Center Street Railroad Bridge Underpass project to address maintenance of the existing structure and upgrades. The FY23 project cost is \$6,151,522. The City of Pocatello will contribute a local match of \$451,522.

4) State Institution Road Improvement, College of Eastern Idaho project. Per Board Policy 4045, \$30,000 is available to state institutions for maintenance projects around its grounds. The Department of Public Works' recommends FY24 project funding for the College of Eastern Idaho to address damaged concrete walks and pedestrian curbs.

5) Contract award. The low bid on the following project is more than ten percent over the engineer's estimate, requiring justification. On key #23235 SIA, US-2, MP 7.348 culvert relining, District 1, main difference between the low bid and engineer's estimate is for culvert relining material. The Districts does not believe re-advertising the projects would result in lower bids, and recommends awarding the contract. Low bidder: Crea Construction - \$269,120.00.

6) Contract to reject. In accordance with Board Policy 4001, staff requests approval to reject the more than 10% over the engineer's estimate for key #23791 SIA, FY24 striping, I-90, District 1. Contractor – Road Products LLC. - \$854,679.44.

Informational Items.

1) Contract awards and advertisements. There were six ITD contracts awarded that did not require Board approval from April 1 – 30, 2023. From October 1, 2022 to April 30, 2023, 52 ITD and 11 Local contracts were bid.

The list of projects currently under advertisement was provided.

2) Professional services agreements and term agreement work tasks report. From March 27, 2023 to April 23, 2023, 31 new professional services agreements and work tasks were processed, totaling \$13,559,078. Three supplemental agreements to existing professional services agreements were processed during this period for \$443,461.

3) 2023 Children Pedestrian Safety Program. House Bill 354, signed by Governor Little allocated \$10 million to the Children Pedestrian Safety Program administered by LHTAC. The LHTAC Council reviewed options on how to proceed with administering the additional funding. The LHTAC Council chose to fund projects that were not funded from 2022 applications. This will fund \$7.5 million in projects, provide up to \$50,000 per applicant to account for recent higher bid prices on a first come, first serve basis, and then provide an opportunity for applications this fall with unspent funds.

4) FY24-27 Division of Financial Management Strategic Plan Report. Idaho Code 67-1903 – 67-1904 requires all state agencies to submit an annual Strategic Plan covering a minimum of four years. The required elements as established in Idaho Code, and additional guidance set by DFM include a vision and mission statement, goals and objectives, performance measures and benchmarks, and key external factors. New to the plan, is an overview section, ITD focus areas and an Aeronautics’ performance measure.

5) Monthly report of federal formula program funding through May 1. Idaho received full-year FY23 obligation authority (OA) 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 OA through September 30, 2023 is 88.7% of apportionments. Allotted program funding is \$426.5 million with \$218.5 million remaining.

6) FY23 financial statements. Revenues to the State Highway Account from all state sources as of March 31 is slightly below forecast by 0.4%; however, revenues in the HDA are up by 0.4%. State revenues to the State Aeronautics Fund were ahead of forecast by 48.9%, or \$856K. The Department’s expenditures were within planned budgets. Personnel costs savings of \$5.9M is due to vacancies and timing. Contract construction cash expenditures in the SHA are \$329.8M for July – March, and total construction expenditures from the five different funds sources total \$563.9M.

The balance of the long-term investments was \$176.9M as of the end of March. These funds are obligated against construction projects and encumbrances. The cash balance is \$137.5M. Expenditures in the Strategic Initiatives Program Fund is \$48.6M. Deposits into the Transportation Expansion and Congestion Mitigation Fund were \$80M, which is the cap. Additional funds will now flow into the Local Distribution Account. Currently, ITD received \$2.8M from the Cigarette Tax revenue. For FY23, \$13.2M is committed to debt service. The federal CARES Act provided \$27 million for public transportation. FY23 expenditures are \$3.2M. Expenditures for the TECM bond program during this period is \$69.7M and \$67.7M for GARVEE.

Adopt-A-Highway. Member Bulger presented the AAH award to POW & MIA Awareness Association Sam Guyette. The Association chose SH-26 (MP 299.5 – 301.5) as their dedicated cleanup spot because it is recognized as the POW*MIA Memorial Highway. Mr. Guyette thanked ITD and the Board for the award.

Chairman Moad thanked the Association for their dedication.

Director’s Monthly Report. Director Stokes thanked DE-5 Todd Hubbard for the I-86/I-15 project tour yesterday. He introduced ITD Emergency Management Program Manager Travis Hire who provided a report on statewide flooding events. All but District 2 of ITD’s six districts

experienced flooding events. Some of the counties included Clark Fork, Boise, Elmer, Blaine, Caribou, Bannock, Franklin, Jefferson and Madison. Flooding ranged from rockslides and roadway washouts and closures to imminent threat to businesses and homeowners. Also, the City of Preston is addressing flooding concerns at its wastewater treatment plant.

Director Stokes reported on ITD's Annual Impact Awards stating they had 56 nominations for the nine categories, two of which are new this year. He highlighted the winners for each of the categories that included safety person of the year, maintenance team of the year, career achievement award, vanguard award, professional of the year, engineer of the year, and the Kimbol Allen excellence innovation award. The trailblazer and ideal workplace awards are new.

Chairman Moad thanked Director Stokes for his report and congratulated staff.

District Engineer Report: District 5 Engineer Todd Hubbard presented his annual district update addressing winter mobility, flooding, project delivery, and recognition. Some highlights included in comparison to last year, winter storm events were up by 34 totaling 62 for 2023. Spring has been especially challenging with flooding onto or washing out the roadways on I-15 in Inkom, SH-36 between Preston and Montpelier, and US-91 into Preston. There will be a number of road and culvert repairs in the summer. The district delivered six of their seven projects (86%) in FY24. The remaining project is pending an easement resolution. The Bannock Transportation Planning Organization received a SMART Grant for \$1.3 million (100% Federal) to fund a prototype traffic signal technology study on the Yellowstone corridor. ITD is a member of BTPO. Projects highlighted included the I-86/I-15 System Interchange totaling \$112 million to be completed in 2025, the I-15 Fort Hall Interchange, and Devils Creek landslide near Malad that mitigated water under the roadway and funded with board unallocated funds. The Blackfoot maintenance building is undergoing a remodel and will include a new brine-making facility. ITD's Gil Wright won the Safety Person of the Year Award and Brad Day the Kimbol Allen Excellence in Innovation Award.

Zero Fatalities Award. Grants Officer Bill Kotowski reported there are 73 fatalities in comparison to last year's 53 at this time. The 100 Deadliest Days of Summer kick-off is nearing. It runs from Memorial Day to Labor Day. A number of events are scheduled including increased impaired mobilization campaigns. He also reported on the Employer Toolkit that was launched as a part of the Distracted Driving campaign. He provided a handbook on "Engaged Driving" that outlines strategies to help employers to create a safety culture.

Detective Chad Morgan presented Zero Fatalities awards to representatives from Oneida and Bear Lake Counties for zero traffic-related fatalities in 2022. ITD staff from the Montpelier and Malad Maintenance sheds were also recognized for their contributions.

Chairman Moad thanked county representatives and ITD staff for their efforts.

Proposed 2024 Legislative Ideas. Government Affairs Manager Colby Cameron presented ITD's proposed 2024 legislative ideas. All four concepts are from the DMV.

1. Drug and Alcohol Clearinghouse Check for CDL Licenses – to comply with federal statute by November 18, 2024.
2. Extend CDL Credentials to 8 years – currently, only 4-year renewals are available. Will include online discount of \$5. Renewal fees are set in statute.
3. Authorization for Preclearance of Commercial Vehicles at Ports of Entry – allows certain trucks to bypass the ports based on remote monitoring.
4. Plate Fee Increase and/or Permanent License Plates – currently, plates must be replaced every 10-years. To offset increased material costs, considering permanent plates as long as they are legible.

DMV Policy Specialist Brian Goeke added the following comments for #2 – providing an incentive will help increase online renewals, and for #3 – remote monitoring is in current practice. The statute requires all trucks to stop.

In response to Chairman Moad's question regarding (#3) use of transponders and impact on the Free Pass, DMV Policy Specialist Goeke stated transponders are still in use and provide reliable information. The legislation would offer the option for preclearance so truckers do not have to stop.

Member Bulger inquired about #3 regarding impacts on trucker's log books. DMV PS Goeke stated the prescreen does not include the books directly. Port of Entry staff would only check it if the trucker's safety score merited it or for other reasons of concern – like travel hours.

In response to Vice Chair DeLorenzo's question about the material used for license plates, DMV PS Goeke confirmed plates are aluminum. Member Bulger inquired about who makes the plates. Correctional Industries produces the plates.

Member Hoff asked if extending the credentials for CDLs (#2) will include hazardous material endorsements. DMV PS Goeke stated it does not because of TSA's background requirement checks. Online testing is currently not available.

Chairman Moad thanked staff for their presentation.

Temporary Rule Online CDL License Renewals. In follow up to last month's temporary rule introduction for CDL license renewals, Policy Specialist Brendan Floyd reported a negotiated rulemaking meeting was held May 15 to discuss the draft changes. No feedback was received. The rule changes also incorporates removal of unnecessary language.

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.

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

RES. NO. WHEREAS, the Idaho Transportation Board is authorized to adopt and
ITB23-45 enforce administrative rules pursuant to Idaho Code 49-201(1); and

WHEREAS, Governor Little signed House Bill 9, related to the allowance for online commercial driver's license renewals, during the 2023 legislative session with an effective date of July 1, 2023; and

WHEREAS, pursuant to Section 49-319(10), Idaho Code, the Department establishes criteria for online driver's license renewals through administrative rule 39.02.76; and

WHEREAS, to align the statutory allowance date of July 1, 2023, for online commercial driver's license renewals, the Department seeks to establish IDAPA 39.02.76 as a temporary rule to become effective July 1, 2023; and

WHEREAS, the changes proposed in this rule reflect the principles of Governor Little's Red Tape Reduction Act and includes the removal of unnecessary language and broadening of allowances for online driver's license renewals.

NOW THEREFORE BE IT RESOLVED, that the Idaho Transportation Board authorizes and directs Department staff to implement IDAPA 39.02.76 as a temporary administrative rule effective July 1, 2023.

Chairman Moad thanked PS Floyd for his presentation.

Exception to Board Policy 4001 for Three TECM Construction Projects. Engineering Manager Shawna King presented a request for an exception to Board Policy 4001 that requires Board approval for bids that exceed the engineer's estimate by more than \$2 million. Any bids over 10% of the engineer's estimate would still be presented to the Board for approval. This request is similar to one previous made in 2022 for specific TECM projects because of the complexity and high dollar costs. The exception will help mitigate potential delays moving forward with construction bids.

Member Hoff stated with the increase in construction costs there is likely to be more projects reaching the \$2 million threshold.

Chairman Moad asked Director Stokes and staff to review the project threshold criteria for Board Policy 4001 and report findings to the Board.

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

RES. NO. WHEREAS, Board Policy 4001 indicates the Board shall approve the justification
ITB23-46 for award or rejection of contracts when the bid exceeds the engineer's estimate
by more than ten percent (10%) or for bids that exceed the engineer's estimate
by more than \$2 million; and

WHEREAS, three Transportation Expansion and Congestion Mitigation (TECM)
projects will be advertised for construction, with bids opened summer 2023; and

WHEREAS, the estimated cost of these three TECM projects are substantial,
ranging between \$39 million and \$100 million; and

WHEREAS, it is in the interest of the Department to expedite award of these
construction projects; and

WHEREAS, this requested exception to Board Policy 4001 allows flexibility to
expedite the award process while providing adequate controls for presenting
approve or reject justifications to the Board if the bids are greater than 110% of
the engineer's construction estimate.

NOW THEREFORE BE IT RESOLVED, that the Board allows an exception to Board
Policy 4001 to remove the \$2 million dollar justification threshold amount for the
following three TECM funded projects:

- I-84, Centennial IC to Franklin Interchange
- SH-16, Franklin to Ustick
- US-20, South Saint Anthony Interchange

Agreement Authority to Exceed \$1M for Statewide Asset Attribute Inventory. State
Design Engineer Monica Crider presented the request to exceed professional services
agreement authority for the Statewide Asset Attribute Inventory by Cyclomedia. The scope is to
gather roadway data for the entire state highway system. The initial agreement is \$2.5 million.
The additional data collection is estimated to be \$2.8 million bring the total agreement
authority up to \$5.3 million.

Member Bulger made a motion, seconded by Vice Chair DeLorenzo, and passed unopposed to
approve the following resolution:

RES. NO. WHEREAS, Board Policy 4001 requires the Transportation Board to approve
ITB23-47 professional services agreements that exceed \$1 million; and

WHEREAS, District 5 will administer this project; and

WHEREAS, the Board has approved agreement authorization up to \$2,500,000 at
the May 2020 Board meeting; and

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

NOW THEREFORE BE IT RESOLVED, that the Board approves Statewide Asset Attribute Inventory projects agreement to exceed the \$1 million agreement authorization for consultant services up to \$5,330,000.

Agreement Authority to Exceed \$1M for SH-44, I-84 to Star Road, Studies. State Design Engineer Crider presented the request to exceed professional services agreement authority for the SH-44, I-84 to Star Road Planning and Environmental Linkage (PEL) and National Environmental Policy Act (NEPA) studies by David Evans and Associates. The scope is to environmentally clear the future alignment of SH-44 and associated construction project to address needs through 2050. Phase 1 for the PEL study and final design plans is estimated at \$2.95 million.

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

RES. NO. WHEREAS, Board Policy 4001 requires the Transportation Board to approve
ITB23-48 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. 23630, SH-44, I-84 to Star Rd. PEL and NEPA Study to exceed the \$1 million agreement authorization for consultant services up to \$2,950,000.

Agreement Authority to Exceed \$1M for SH-16, Ustick Rd. to US-20/26 and SH-16, I-84 to Franklin Rd. State Design Engineer Crider presented the request to exceed professional services agreement authority for SH-16, Ustick Rd. to US-20/26 and SH-16, I-84 to Franklin Rd. project by Rosemary Brennan Curtain. The scope of the two projects is for public information consultant work during construction. The initial agreement for the first year of the project (\$305,758) and estimated services for the next two years (\$850,000) brings the total agreement authority up to \$1.2 million.

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

RES. NO. WHEREAS, Board Policy 4001 requires the Transportation Board to approve
ITB23-49 professional services agreements that exceed \$1 million; and

WHEREAS, TECM Bonding Office will administer this project; and

WHEREAS, the total agreement for public Information services was initiated PRIOR to Board approval; and

WHEREAS, staff recognized the error and requests Board approval to ratify previously written agreement; and

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

NOW THEREFORE BE IT RESOLVED, that the Board has reviewed the agenda item and approves Project No. A023408, Ustick Rd to US 20/26 and A023410, I-84 to Franklin Rd to exceed the \$1 million agreement authorization for consultant services up to \$1.2 million.

Agreement Authority to Exceed \$1M for Lakeshore Connection Planning, Ponderay. State Design Engineer Crider presented the request to exceed professional services agreement authority on the Lakeshore Connection project by Welch Comer. The scope includes planning of SH-200 corridor and concept design for the railroad underpass. The initial agreement of \$507,985 and estimated \$1.34 million for the bicycle and pedestrian tunnel and new pathway, and engineer of record services brings the total agreement authority up to \$1,848,000.

Member Thompson made a motion, seconded by Member Bulger, and passed unopposed to approve the following resolution:

RES. NO. WHEREAS, Board Policy 4001 requires the Transportation Board to approve
ITB23-50 professional services agreements that exceed \$1 million; and

WHEREAS, Local Highway Technical Assistance Council (LHTAC) will administer this project; and

WHEREAS, the Board has approved agreement authorization up to \$1,340,000 at the March 2023 Board meeting; and

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

NOW THEREFORE BE IT RESOLVED, that the Board has reviewed the agenda item and approves Project No. A023096, Lakeshore Connection Planning, Ponderay to exceed the \$1 million agreement authorization for consultant services up to \$1,848,000.

Public Transportation Advisory Council District 3 Appointment. Transportation Planner Shauna Miller provided an overview of the two candidates for the District 3 PTAC appointment. The selected candidate's 3-year term would be July 1, 2023 to June 30, 2026. Candidates were also determined qualified by PTAC at its April 20 meeting.

Vice Chair DeLorenzo stated she supports the reappointment of Mr. Schneider who has done a great job in his first term, and as a public transportation user, brings a unique perspective to PTAC.

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

RES. NO. WHEREAS, Idaho Statute 40-514 establishes the Public Transportation Advisory
ITB23-51 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 3 with two submitted applications; and

WHEREAS, the Public Transportation Office solicited public comment on the submitted applications from March 19, 2023 to April 18, 2023; and

WHEREAS, the submitted applications and associated public comments were reviewed by the PTAC at their April 20, 2023 meeting where the council determined the applicants are qualified to fill the vacant District 3 position.

NOW THEREFORE BE IT RESOLVED, that the Transportation Board has determined to appoint Allan Schneider for the District 3 PTAC position for the completion of the term of July 1, 2023 through June 30, 2026.

Public Transportation Advisory Council District 5 Appointment. Transportation Planner Miller provided an overview of the two candidates for the District 5 PTAC appointment. The selected candidate's 3-year term would be July 1, 2023 to June 30, 2026. Candidates were also determined qualified by PTAC at its April 20 meeting.

Member Bulger stated his support for candidate Michael Lefevor.

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

RES. NO. WHEREAS, Idaho Statute 40-514 establishes the Public Transportation Advisory
ITB23-52 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 5 with two submitted applications; and

WHEREAS, the Public Transportation Office solicited public comment on the submitted applications from March 19, 2023 to April 18, 2023; and

WHEREAS, the submitted applications and associated public comments were reviewed by the PTAC at their April 20, 2023 meeting where the council determined the applicants are qualified to fill the vacant District 5 position.

NOW THEREFORE BE IT RESOLVED, that the Transportation Board has determined to appoint Michael Lefevor for the District 5 PTAC position for the completion of the term of July 1, 2023 through June 30, 2026.

2024-2026 Public Transportation Grant Funding Recommendations. Transportation Planner Miller reported on the Public Transportation Office's grant application recommendations for the 5311 Formula Grant for Rural Areas, 5339 Bus and Bus Facilities and Vehicle Investment Program (VIP). Funding recommendations for the 5311 program is \$734,923, 5339 Program is \$4,386,618 and \$239,085 for VIP totaling \$5.4 million. The PTAC reviewed and concurred with staff's recommendations. Applications are submitted to the Federal Transit Administration for final approval, and programmed in FY24.

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

RES. NO. WHEREAS, the Public Transportation Office is charged with soliciting, reviewing,
ITB23-53 and programming public transportation projects in the rural areas of Idaho; and

WHEREAS, the Idaho Transportation Board serves as the final approver of Federal Transit Administration (FTA) funded projects in Idaho before being submitted to FTA; and

WHEREAS, the funding sources include two FTA grants, the 5311 Rural Formula Program, and 5339 Bus and Bus Facilities Program, and one State grant, the Vehicle Investment Program; and

WHEREAS, the Public Transportation Office has solicited, reviewed, provided for public comment, presented and received unanimous concurrence from the Public Transportation Advisory Council on the proposed projects.

NOW THEREFORE BE IT RESOLVED, that the Board acknowledges the projects proposed, and approves the total funding amount of \$5,360,626 for submittal to FTA for final approval.

BE IT FURTHER RESOLVED, that these projects are submitted for inclusion in the FY23-29 Statewide Transportation Investment Program and programmed in FY24.

ITD Information Technology Services Transition Update. Enterprise Technology Services Manager Bill Finke provided an update on the Governor’s initiative to consolidate ITD’s Information Technology resources with the Information Technology Services (ITS) agency. ITD funding for 36 full-time positions was transferred to ITS. Some highlights regarding the transition included ITD is moving to a service provider model for several services such as network and cybersecurity. Some services not impacted are end user support, confidential services and district IT support. Staff has preemptively reviewed impacted work tasks, and processes and procedures. Several employee meetings have been held beginning in August last year between ETS staff and ITS to discuss transition details. On May 23, impacted ETS staff will receive a formal reduction in force (RIF) notification. The effective date is June 10. Staff anticipates the State Street datacenter to be vacated by November 2023.

In response to Chairman Moad’s question regarding the number of employees receiving RIF notifications, ETS Manager Finke replied 16, of which, nine have found other positions.

Chairman Moad thanked ETS Manager Finke for the update.

Strategic Initiative Local Grant Program. Chief Administrative Officer Dave Tolman presented details on the Strategic Initiative “Local Transportation” Grant Program that was established for local units of government. He reviewed Idaho Code (IC), Section 40-719(3)a-c, that outlines the project parameters for the one-time \$136 million General Fund money appropriated for the Program effective July 1, 2023. The first \$36 million will be transferred to the Ada County Highway District (ACHD). ITD is working on an MOU between ITD and ACHD to outline responsibilities. ITD will administer the remaining \$100 million. He reviewed the draft application based program criteria for project evaluation and selection. The program is divided into two categories to reflect legislative requirements. Category 1 - \$50 million is available for projects within a MPO area (limited to \$10 million), and Category 2 - \$50 million for projects outside a MPO area (limited to \$2 million). Deficient bridge projects will not be eligible because of other available program funding sources. The program’s application process begins July 1 with the Board to approve the list of scored and ranked projects in September.

In response to Vice Chair DeLorenzo’s question about potential for ongoing funding CAO Tolman confirmed the general fund revenue is one-time for now; however, the program is setup and can be put into future years. In follow up, Vice Chair DeLorenzo asked about the timing of application submittals of this program and LHTAC’s in the event someone is denied. CAO Tolman said they would coordinate with LHTAC.

Vice Chair DeLorenzo suggested language be added to the program's criteria that allows the Board to approve partial project funding.

In response to Member Hoff's inquiry on who is scoring the applications, CAO Tolman reported district engineers and chief engineer will for Category 1 projects and planning engineers and planning and development service manager for Category 2 projects.

In response to Member Bulger's question on completion date restrictions, CAO Tolman stated the intent is to fund a complete or partially completed project.

Lewiston Port Grant. Chief Administrative Officer Tolman reported ITD is seeking to draft an MOU with the Port of Lewiston to address the \$10 million appropriated by the legislature in 2023 via Senate Bill 1189. The initial legislation was not clear on how to advance funding so it was clarified this session. Funding is for port access projects such as road repair, pavement, rail expansion, and crane equipment. Funding is available now through June 30. ITD will not administer the projects; however, the Port is required to provide a project report to ITD and legislature.

In response to Member Osborn's question about limitation on the type of project, CAO Tolman stated the type of projects shared, as listed above, was provided by the Port as examples of what they wanted funded.

In response to Member Hoff's question regarding the Port of Lewiston's status as a Local entity, Director Stokes stated they are recognized as a government entity with a taxing mechanism.

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

RES. NO. WHEREAS, the Idaho Legislature has appropriated \$10 million to the
ITB23-54 Idaho Transportation Department to be used for a grant to the Port of
 Lewiston in Senate Bill 1189; and

WHEREAS, the Legislative intent is for these funds to be used for port access projects; and

WHEREAS, the Idaho Transportation Department is developing a Memorandum of Understanding (MOU) as the document to address the responsibilities of ITD and the Port of Lewiston.

NOW THEREFORE BE IT RESOLVED, that the Board authorizes the Idaho Transportation Department Director to enter into a MOU for the Port of Lewiston Grant.

Chairman Moad thanked CAO Tolman for the presentations.

Executive Session on Legal and Personnel Issues. Vice Chair DeLorenzo made a motion to meet in executive session at 11:17 AM to discuss issues as authorized in Idaho Code Section 74-206 (b) and in Idaho Code Section 74-206 (f). Member Osborn 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 12:01 PM.

WHEREUPON, the Idaho Transportation Board adjourned its regular monthly meeting at 12:01 p.m.

Signed

WILLIAM H. MOAD, CHAIRMAN
Idaho Transportation Board

Read and Approved
May 18, 2023
Pocatello, Idaho