A G E N D A

District 4 Idaho Transportation Investment Program Outreach Workshop
and Regular Meeting of the Idaho Transportation Board

May 15 - 16, 2024

May 15, 2024

District 4, Hilton Garden Inn
1714 Harrison Street N.
Twin Falls, Idaho

District 4 Tour
9:30  Pick up staff and board members arriving at Twin Falls airport
9:45  Meet at Holiday Inn Express, Twin Falls to join tour
10:00 Depart to Twin Falls Maintenance/Residency for tour and equipment demo
11:45 Depart to Hilton Garden Inn
12:00 Board lunch

ITIP Outreach Workshop
1:30  Welcome
1:45  Review Project Display Boards
     - Interact with Board, ITD Executives and Staff
2:10  ITD’s District 4 Priorities
2:30  ITD Section Updates: DMV, Aeronautics, Public Transportation and Highway Safety
3:50  Policy Directive Updates for Locals
2:55  Local Highway Technical Assistance Council Updates
3:05  Q&A
     - Local Partners Update Board and Ask Questions
3:55  Closing Remarks – Director Stokes
4:00  Adjourn (estimated time)

*All listed times are in MDT and are estimates only. The Board reserves the right to move agenda items and adjust the time schedule. The meeting is open to the public, except for the executive session.
-Attendance is mandatory and lunch cannot be claimed on per diem.
**May 16, 2024**  
District 4 Office  
216 S. Date Street  
Shoshone, Idaho  

Listen:  
Dial 1-415-655-0003 US Toll  
a. access code: 2633 720 6082  
b. meeting password: 1234  
Video: access Webex.com using same code and password as above  

**KEY:**  
ADM = Administration  
COM = Communications/Highway Safety  
CIEO = Innovation/Experience  
DIR = Director  
HWY = Highways  

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<th>Page</th>
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<td>#</td>
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<td>1. US-93 SITE TOUR</td>
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Action Item 2. **CALL MEETING TO ORDER**  

Info Item 3. **SAFETY SHARE:** Transportation Tech Operations Marcroft  

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HWY   ___ Non-construction contract awards ...................................................... 46  

DIR   ___ Draft FY25-28 Strategic Plan Report.................................................. 47  

ADM   ___ Monthly report of federal formula program funding through May 1st .......... 57  

8. **ADOPT-A-HIGHWAY PRESENTATION**  
Member Watkins: Northside Wranglers 4H Club  

9:05  

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9. **BOARD’S STATE HIGHWAY SYSTEM ADJUSTMENTS**  
   **SUBCOMMITTEE REPORT:** Vice Chair DeLorenzo  

10. **DIRECTOR’S MONTHLY REPORT:** Director Stokes  

11. **DISTRICT ENGINEER REPORT:** District 4 Engineer Barrus  

12. **AGENDA ITEMS**

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<tr>
<th>Action Item</th>
<th>HWY ___ US-93 traffic and 3rd Snake River Bridge crossing</th>
<th>9:50</th>
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<tr>
<td></td>
<td>McElhinney/Barrus (Resolution on page 60)</td>
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<tr>
<th>Information Items</th>
<th>ADM State Fiscal Year 2024 financial statements</th>
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<td>Tolman</td>
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<th>Information Items</th>
<th>COM 2025 ITD Legislative Ideas</th>
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<th>Information Items</th>
<th>COM Teen traffic safety outreach, District 4</th>
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<th>Action Items</th>
<th>HWY Request to approve consultant agreements</th>
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<td>Crider (Resolution on page 91)</td>
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<th>Action Items</th>
<th>HWY Roadway relinquishment of a portion of US-26 near Idaho Falls, Bonneville</th>
<th>11:00</th>
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<td>Minzghor County (Resolution on page 103)</td>
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<th>Action Items</th>
<th>HWY Add District 1 FY24 project to the Pavement Preservation Program</th>
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<td>Allen (Resolution on page 105)</td>
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<th>Action Items</th>
<th>HWY Add district pavement projects to FY25 in the FY24-30 ITIP</th>
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<td>Wolfinger (Resolution on page 107)</td>
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<th>Action Items</th>
<th>HWY Truck parking research report</th>
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<td>Forrey (Resolution on page 112)</td>
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<tr>
<td>HWY ___ City of Twin Falls applicant eligibility for FTA Urbanized Area</td>
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<td>11:45</td>
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<td>Miller</td>
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<td>(Resolution on page 116)</td>
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<td>HWY ___ Public Transportation 2024-2026 Congressional application funding</td>
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<td>12:00</td>
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<td>Miller recommendations</td>
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<td>(Resolution on page 120)</td>
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<td>HWY ___ Public Transportation 2024-2026 CARES Relief Funding Program</td>
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<td>Miller recommendations</td>
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<td>(Resolution on page 123)</td>
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<td>HWY ___ Public Transportation Advisory Council District 1 appointment</td>
<td>124</td>
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<td>Miller</td>
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<td>(Resolution on page 134)</td>
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<td>HWY ___ Public Transportation Advisory Council District 4 appointment</td>
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<td>Miller</td>
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14. EXECUTIVE SESSION (Shoshone Conference Room) 12:45
   PERSONNEL ISSUES [SECTION 74-206(a), (b)]
   LEGAL ISSUES [SECTION 74-206(c), (d), (f)]

15. ADJOURNMENT (estimated time) 2:00

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The Idaho Transportation Board met at 10:00 AM on Wednesday, April 17, 2024, 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
Mitch Watkins, Member – District 4
John Bulger, Member – District 5
Bob Hoff, Member – District 6
Scott Stokes, Director
Dan McElhinney, Chief Deputy/Chief Operations Officer
Lorraine Dennis, Business Executive to the Board

District 5 Tour and Outreach Workshop. The Board met at the District 5 Maintenance Facility where they engaged with staff to learn about and view various highway equipment. Following the tour, the Board convened at the Idaho State University Bengal Alumni Center 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, shared an Idaho Transportation Department 101 video, spoke of investing with purpose and highlighted ITD’s 50-year anniversary. District 5 Engineer Todd Hubbard facilitated the workshop. Participants had time to view project and program display boards and interact with executive staff, the Board and district. They reconvened to hear presentations from ITD staff. CD McElhinney and DE-5 Todd Hubbard presented a Local Transportation Grant Program update and District 5 priority projects information. Motor Vehicle Administrator Lisa McClellan gave an update on DMV, Aeronautics Administrator Tom Mahoney presented information on aeronautics, Public Transportation Manager Ron Duran provided an overview on Public Transportation, and Grants Officer Bill Kotowski shared information on the Office of Highway Safety. Chief Administrative Officer Dave Tolman presented an update on ITD funding and distribution to Locals, and Local Highway Technical Assistance Council (LHTAC) Administrator Laila Kral provided an overview on their funding and programs. The Workshop concluded with an open form for local transportation officials to ask questions and share comments, and closing remarks from Director Stokes.

WHEREUPON, the Idaho Transportation Board’s tour and workshop recessed at 3:38 PM.
April 18, 2024

The Idaho Transportation Board convened at 8:30 AM on Thursday, April 18, 2024, 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. Design/Construction Engineer Aaron Baird reported on National Work Zone Safety Awareness week and the importance of safety in construction work zone areas.

Board Minutes. Member Osborn made a motion to approve the minutes of March 20, 2024, seconded by Member Hoff, and the motion passed unanimously.

Board Meeting Dates. The next meeting is May 15 & 16 in District 4. The following meeting dates were scheduled for 2024 in Boise: October 16, November 13, and December 11.

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

RES. NO. ITB24-26 WHEREAS, consent calendar items are to be routine, non-controversial, self-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 amending the ITIP (Idaho Transportation Investment Program) for the COMPASS transit project, modifying the Rail-Highway Crossing Program, adding projects to the Transportation Alternatives Program, adding environment monitoring projects to the Local Rural Program, rebalancing the Freight Investment Plan, and approves the 2024 Children Pedestrian Safety application scores, State Institution Road Improvement project and contracts for award.

1) Amend COMPASS transit project in the FY24-30 Idaho Transportation Investment Program (ITIP). Amend the FY24 Transit - Rolling Stock, Infrastructure, and Technology, Boise Area, Valley Regional Transit project. The project cost is $2.45 million – an increase of $1.1 million to cover software needs and cost overruns for the Orchard Transit facility construction project. COMPASS updated their Transportation Improvement Program to add project funding.

2) Modify the Rail-Highway Crossing Program in the FY24-30 ITIP. Addition of a new project - Rail Signs Upgrade for the Washington/Idaho/Montana (WIM) Railway, Latah County to FY24. WIM will service Bennett Lumber in Potlach. Funding from the SH-38, Malad City project totaling $10,000 will be used for this project.
3) Add projects to the Transportation Alternatives Program in the FY24-30 ITIP. LHTAC staff requests adding two projects - Safe Routes to School project for the Idaho Walk Bike Alliance ($60,000 plus $5,000 local match) and a City of Gooding sidewalks project, SH-26 to 10th Ave. ($500,000 with local match). FY24 funding is covered by transferring funds from the Horseshoe Park Pathway project and adding new funding in FY26 for the remainder ($460K).

4) Add environment monitoring projects to the Local Rural Program. Addition of two FY24 environmental wetland mitigation/monitoring projects – KN24591, Garden Creek Road ($50,000) and KN24592 E. Oneida Street ($200,000). Funding is made available by transferring funds from KN11244 and KN18933 projects.

5) State Institution Road Improvement, Idaho Education Services for the Deaf and the Blind (IESDB) project. Per Board Policy 4045, $30,000 is available to state institutions for maintenance projects around its grounds. The Department of Public Works’ recommends FY25 project funding for IESDB to construct a driveway and parking area on the west side of the Administration Building for more parent and visitor parking. Total project is $305,000.

6) Freight Investment Plan re-balance ITIP update. ITD worked with LHTAC to identify local projects that needed to be moved in order to stay on schedule and budget. Adjustments are being made to FY24 through FY28 to either delay construction or advance design on several projects. In FY24, the Freight Program amount is $9.67 million of the $10.75 million available.

7) 2024 Children Pedestrian Safety applications scores. LHTAC conducted a statewide call for applications from October 2023 to December 2023. LHTAC received 48 eligible applications in funding requests. Prior to that, the Board approved the list of projects in 2022 that totaled $8.2 million in awards. Of the $10 million appropriated, LHTAC currently has $1.8 million in state funds to award to projects.

8) Contract award. The low bid on the following project is more than ten percent over the engineer’s estimate, requiring justification. Staff recommends awarding the contract to the low bidder. Key #20146, LHTAC(3), Mission Street, Off SYS to low bidder M.A. Deatley Construction for $3,373,495.26. Key #20705/20609, bridge repairs, I-15, I-86 & US-39, District 5 to low bidder Cannon Builders for $2,078,963.20. The Districts does not believe re-advertising the projects would result in lower bids.

**Informational Items.**

1) Contract awards and advertisements. There were seven ITD contracts awarded that did not require Board approval from March 1 – 31, 2024. From October 1, 2023 to March 31, 2024, 49 ITD and 12 Local contracts were bid.

   The list of projects currently under advertisement was provided.

2) Professional services agreements and term agreement work tasks report. From February 26, 2024 to March 31, 2024, 41 new professional services agreements and work tasks
were processed, totaling $8,551,526. Seven supplemental agreements to existing professional services agreements were processed during this period for $591,832.

3) Non-construction contract awards. Per Board Policy 4001 that requires reporting non-construction professional service agreements executed in the previous month, there were three to report. Contracts awarded to: Aten Design Group for $99,618, Greg Laragan for $15,400 and High Street Consulting Group for $80,975.27.

4) Monthly report of federal formula program funding through March 28. Idaho received obligation authority (OA) of $442.9 million through September 30, 2024. Additional apportionments were allocated via the Appropriations Act. Idaho received apportionments of $478.9 million. FY24 OA through September 30, 2024 is 88.3% of apportionments. Allotted program funding is $467.6 million with $376.5 million remaining.

5) FY24 financial statements. Revenues to the State Highway Account from all state sources as of February 29th are ahead of forecast by 4.1% with revenues in the HDA are up by 2.9%. State revenues to the State Aeronautics Fund are below forecast by 0.6% or $11.9K. The Department’s expenditures were within planned budgets. Personnel costs savings of $3.7M is due to vacancies and timing. Contract construction cash expenditures in the SHA are $433.2M, and total construction expenditures from the five different funds sources total $715.3M.

The balance of the long-term investments was $181.9M. These funds are obligated against construction projects and encumbrances. The cash balance is $104.7M. Expenditures in the Strategic Initiatives Program Fund is $90.8M. Deposits into the Transportation Expansion and Congestion Mitigation Fund were $78M. For FY24, $37.3M is committed to debt service. Expenditures from the Federal CARES Act fund are $3.2M. Expenditures for the TECM bond program during this period is $151.1M and $25.7M for GARVEE.

*Adopt-A-Highway.* Member Bulger presented the AAH award to Friends of Riverdale Debra Gilmore. Twenty-four years ago, they adopted SH-34, MP 10.3 – 12.3 in Preston. Ms. Gilmore thanked ITD and the Board for the award.

*Director’s Monthly Report.* Director Stokes reported on an employee innovation, the department’s invitation to speak at the National Cooperative Highway Research Program (NCHRP) conference, the department’s budget, winter maintenance storm events and usage, snowplow strikes and employee engagement. Some highlights included staff gave a two-hour presentation showcasing the department’s innovation program at the NCHRP national conference. The Governor and legislature passed another $200 million to improve local bridges and another $300 million ongoing funding for safety and capacity. Some budget highlights included the State Street and the District 4 buildings and the approval of 53 new positions.

There were nearly 5,500 storm events this year representing a mobility score of 76%. In comparison to last year’s heavy winter, FY24 snow levels have returned to normal – 83 inches. This season, District 3 piloted the use of Ice Kicker (blue salt) – a high powered salt, with good
results. Winter fuel costs dropped from $3,165,801 in 2023 to $2,299,626 this year. The total number of snowplow strikes dropped from 17 last year to 12 this winter, of which seven occurred in a one-week period. There are several employee engagement meetings/events starting this month through the fall such as an employee town hall meeting to a leadership summit. Director Stokes concluded his remarks highlighting a photo taken of an Engineers-In-Training group 50 years ago recognizing Mike Ebright as the Outstanding EIT.

Legislative Update. Government Affairs Manager Colby Cameron report on the wrap up of this year’s legislative session noting some of the unique outcomes on how the legislature approached the budget approval process. Efforts to prepare for the session began in October 2023 to prepare talking points on various initiatives such as for the District 4 operations building. Staff tracked nearly 50 bills. Some proposals that may resurface next year that did not make it out of committee included fees for electric vehicles, abandon vehicle protocol requirements, and new telework parameters. No new funding was allocated to the Local Transportation Grant Program; however, LHTAC will now administer the program.

District Engineer Report: District 5 Engineer Todd Hubbard presented his annual district update addressing winter mobility, project delivery, building maintenance, and asset inventory. Some highlights included winter mobility for his district is 82%. They have delivered 100% of the six projects planned for FY24. Some notable project updates were on the I-86/I-15 System Interchange totaling $111.9 million, I-15 Fort Hall Interchange, I-15 Inkom Bridges, and the TECM Leading Idaho funded I-15 Pocatello to Fort Hall project. Renovation on the Blackfoot maintenance building is complete and plans to build a new maintenance building for Montpelier will begin this year. The Statewide Asset Attribute Inventory (SWAAI), that uses mobile LiDAR and 360 photography to build GIS inventories for signs, guardrails, pavement markings, etc., data was refreshed last summer. That technology is used on major projects such as for curb ramps and sidewalks on ADA transition planning.

In response to Member Osborn’s question regarding right of way for the I-86/I-15 System Interchange, DE-5 Hubbard stated no new right of way needed to be acquired.

Work Zone Safety Task Force Update. CD McElhinney stated it is National Work Zone Awareness Week and in honor of that, orange ITD hats where given to the Board. The Board also received ITD’s Employee Safety Manual, Chapter 6 - Personal Protective Equipment, that outlines the use of safety helmets (hard hats). The department formed a Construction and Maintenance Work Zone Safety Task Force in 2021 (includes Idaho State Police and Associated General Contractors) to increase work zone safety through innovation, training and effective construction oversight.

State Construction Engineer Chad Clawson provided a Task Force update on events, crash data, focus areas, strategies implemented to enhance safety, and public outreach efforts. Some highlights included of the average 500 work zone crashes each year, about 50% are rear-end collisions estimated at over $100 million in economic cost. Currently, there is $340,000 dedicated to fund ISP project patrols with an anticipated increase of 25%. More safety
equipment is being ordered totaling 118 items. Some strategies to improve safety include elevating retroreflective condition on traffic control devices, including positive (concrete) barriers instead of cones between directions, use of variable speed limit signs, leveraging work zone technology, use of portable rumble strips, and enhanced use of detours and full route closures. In conclusion, SCE Clawson shared a public outreach video “Behind the Cones” encouraging motorist in engaged driving and not use their cell phone.

In response to Chairman Moad’s question regarding funding for ISP patrols, CD McElhinney stated ITD has committed 25% more on top of the $340,000. They are asking the district engineers to evaluate hours needed for consideration.

Advisory Group Update. Chief External Affairs Officer Mollie McCarty reported on the efforts taken to increase the level of engagement and communication amongst the various advisory groups and strategies for improvement. Some highlights included there are eight active advisory groups. About two years ago, ITD formed a staff liaison team to better align processes and help define expectations and roles. CEAO McCarty reviewed the membership and challenges of each advisory group and thanked respective liaison staff. As a result of more involvement with the advisory groups, some lessons learned are the need for greater communication, consensus building, and interpretation of policy language. Although some advisory group policy language may be different, the intent is for the groups to advise the department. In conclusion, some strategies being implemented include executive leadership attending meetings, onboarding group members, coordination on department issues, and information sharing.

Revisions to Board 4035 and Administrative 5035 Policies, Aeronautics Advisory Board (AAB). Chief External Affairs Officer Mollie McCarty stated because the advisory group policies are out-of-date, inconsistent, and did not have a clear purpose statement, the department is updating them. It also includes new language on coordination with the executive branch.

Aeronautics Administrator (AA) Tom Mahoney reviewed the revisions to Board Policy 4035 AAB. Idaho statute is specific regarding AAB. This policy revision will also serve as a template for other advisory group policy updates going forward. Other highlighted changes included meeting more regularly and as necessary as determined by the AA.

AA Mahoney also reviewed the revisions to Administrative Policy 5035 that outlines the parameters to execute 4035. One notable outcome is retaining the AAB’s function to advise the Division of Aeronautics on funding priorities for the state Airport Aid Program. Because those are funds used to match federal grants, it was important to the AAB to retain it.

Member Hoff made a motion to approve the revised policies, seconded by Member Osborn.
Member Bulger stated concerns regarding Board Policy 4035, specifically Page 76, Line 9 regarding the first section of the sentence, “To make the best possible decisions that enhance quality of life through transportation...” He recommended removing it.

Vice Chair DeLorenzo questioned if that specific reference is the department’s mission statement that the Board approved. Director Stokes affirmed it is the department’s vision statement that was adopted two years ago. VC DeLorenzo stated she liked the statement, but is okay with removing it.

Member Osborn, who chairs the Board’s Policies Subcommittee, voiced his support to remove the specific reference.

Member Hoff withdrew his original motion and amended it to remove from Board Policy 4035, the first portion of the sentence up to the comma on Page 76, Line 9. The motion was seconded by Member Bulger.

The amended resolution passed unopposed to approve the following:

RES. NO. WHEREAS, the Idaho Transportation Board is charged with setting policies for ITB24-27 the Idaho Transportation Department; and

WHEREAS, Board Policy 4035 Aeronautics Advisory Board was revised to include a brief explanation of the advisory board’s role and purpose; and

WHEREAS, Board Policy 4035 was revised to include guidance on coordination needs related to policy issues, and eliminate detailed activities that will instead be included in the correlated administrative policy; and

WHEREAS, Administrative Policy 5035 Aeronautics Advisory Board was revised to clarify how the advisory board functions in coordination with the department; and

WHEREAS, Administrative Policy 5035 Aeronautics Advisory Board was revised to clarify the primary tasks the advisory board is asked to provide in its recommendations on matters concerning aeronautics in Idaho; and

WHEREAS, the Transportation Board’s Subcommittee on Policies concurred with staff’s recommendations, with additional subcommittee amendments, at its March 19, 2024 meeting.

NOW THEREFORE BE IT RESOLVED, that the Board approves the revisions “as amended” to Board Policy 4035 Aeronautics Advisory Board.

BE IT FURTHER RESOLVED, that the Board concurs with revisions to the corresponding Administrative Policy 5035 Aeronautics Advisory Board.
ITD’s FY25 Change in Employee Compensation Plan. Interim Human Resource Officer Haley Westenskow provided an overview of ITD’s FY25 compensation plan. Some highlights of the two components included a 1% increase for permanent employees effective June 9, 2024. All permanent employees hired before April 14, 2024 are eligible. The second component are merit increases based on performance ratings and compa-ratio - effective June 9, 2024.

In response to Member Bulger’s question on how merit increases are calculated and who makes the decisions, HRO Westenskow stated a matrix is done at the department level with director approval. The legislature approved 2%; however, the matrix aids to ensure those lower on the compa-ratio are able to get the highest increase with the 2% available.

Vice Chair DeLorenzo commented they hoped they could do better for employees because they do a great job.

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

**RES. NO. ITB24-28**

**WHEREAS,** the Idaho Transportation Department’s FY25 CEC plan has been 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 18, 2024 meeting.

**NOW THEREFORE BE IT RESOLVED,** that the Board approves the Department’s FY25 CEC Plan with the basic components as follows:

- All permanent employees hired before the pay period beginning on April 14, 2024, will be eligible for a 1% increase. Merit is not a consideration for this increase.

- 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 before the pay period beginning on April 14, 2024, will be eligible for a salary increase upon successful completion of probation.

**BE IT FURTHER RESOLVED,** that the Board approves the Department to implement the CEC plan with a targeted effective date June 9, 2024.

Office of Highway Safety – Rural Road Safety Partners, District 5. Grants Officer Bill Kotowski reported in 2022, 37% of all crashes, and 75% of all fatal crashes, happened on rural roads. The Office of Highway Safety (OHS) is partnering with the Idaho Farm Bureau (IFB) who
has over 82,000 members and 10,000 members involved in farming or ranching. In partnership, OHS and IFB have promoted various safety campaigns such as placing ads in IFB’s quarterly magazine and doing a podcast.

Vice President Idaho Farm Bureau Joel Benson shared a video created to educate motorists on how to safely pass farm equipment on rural roads. They want motorist to be aware of the dangers and help shift attitudes. He also shared segments of the podcast Dirt Road Discussions featuring District 4 Engineer Jesses Barrus that focused on slow moving vehicles and rural road safety. The podcast is co-branded between the OHS and IFB.

GO Bill Kotowski reported on upcoming collaboration ideas and other rural road safety partnering efforts such as summer and engaged driving campaigns, creation of a new rural road safety dashboard and partnering with emergency medical service providers.

In response to Vice Chair DeLorenzo’s question about if these campaigns include rail safety, GO Kotowski stated they will reach out to Operation Life Saver to begin conversation.

America Association of Motor Vehicles Administrators Award. Chief External Affairs Officer Mollie McCarty presented an AAMVA PACE Award to GO Kotowski who was recognized for his contribution on the Office of Highway Safety SHIFT campaign.

Office of Communication (OOC) Annual Report. Communication Manager John Tomlinson reported on the OOC’s vision, 2023 successes and a 2024 look ahead. Some highlights included in 2023, the OOC team hosted 30 open houses and received over 8,600 comments. The Limited English Proficiency (LEP) Guide was incorporated into the Public Involvement Guide – and timely as LEP participation at open houses is increasing. The ITDprojects.org website was revamped last year by ITD staff that not only improved the site but saved money. Social media activity increased by 75% with 29.4 million impressions from April 2023 to April 2024. Staff redesigned the department’s SharePoint homepage and conducted the first newsletter Transporter survey. On the horizon, OOC plans to conduct communication training, update the Public Involvement Guide and ITD website, and execute the Cone Zone Work Zone Safety (will integrate material into Driver’s Education curriculum) and Name a Snowplow campaigns. CM Tomlinson concluded with sharing a Year in Review video produced in-house.

Chairman Moad applauded the strides made on social media but reminded staff about continuing printed materials to reach the public who are non-social media driven.

Freight Advisory Committee District 5 Appointment. Freight Program Manager Caleb Forrey presented the background of Molly Beseris who is recommended to fill the vacancy for District 5 on the Freight Advisory Committee. Currently, Ms. Beseris is the Executive Director of the Four County Alliance of Southeast Idaho. The FAC recommended her nomination at its February 27, 2024 meeting.
Member Bulger invited Ms. Beseris to share a little bit about herself and why she was interested in serving. She addressed the Board providing additional information.

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

RES. NO. ITB24-29

WHEREAS, it is in the public’s interest for the Transportation Department to facilitate the efficient and effective movement of freight; and

WHEREAS, it is the intent of the Idaho Transportation Board to encourage partnerships between various transportation stakeholders that further safety, mobility and economic opportunity; and

WHEREAS, the Idaho Transportation Board has authority to establish internal structures deemed necessary for its duties; and

WHEREAS, the Freight Advisory Committee recognizes that key stakeholder interests will be represented on the committee; and

WHEREAS, the Freight Advisory Committee reviewed Ms. Beseris' credentials and recommended her for the District 5 nomination at its February 27, 2024 meeting.

NOW THEREFORE BE IT RESOLVED, that the Board approves the appointment of Molly Beseris, District 5 to the Freight Advisory Committee for the term April 1, 2024 – December 31, 2027.

Request to Approve Consultant Agreements. Chief Engineer Dave Kuisti presented the request for consultant agreement authorization. The projects, as shown in the resolution, are: US-95, Alternative Route Huetter Bypass by HDR Engineering; I-90, SH-41 Interchange by David Evans and Associates; and SH-33, Jct. US-20 and NHS-7726, Jct. University Blvd. by Horrocks Engineers. CE Kuisti reviewed the previous approved agreement authorization and outlined the requested authorization for each project.

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

RES. NO. ITB24-30

WHEREAS, Board Policy 4001 requires the Idaho Transportation Board (Board) to authorize professional services agreements greater than $1,000,000 and each subsequent cost increase, work task agreements greater than $500,000, cumulative work task agreements on a project greater than $1,500,000, and consultant two-year work task agreements total greater than $1,500,000; and

WHEREAS, the Idaho Transportation Board has been provided details about each project requesting authorization; and
WHEREAS, funding will be committed to this agreement before they are executed.

NOW THEREFORE BE IT RESOLVED, that the Board hereby grants the authority for professional service agreement(s) as noted in the following table:

<table>
<thead>
<tr>
<th>KEY NUMBER</th>
<th>PROJECT NAME</th>
<th>DISTRICT</th>
<th>TOTAL PREVIOUS AGREEMENTS</th>
<th>PREVIOUS AUTHORIZATION</th>
<th>THIS AUTHORIZATION REQUEST</th>
<th>TOTAL AUTHORIZATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>23349</td>
<td>US-95, Alternative Route Huetter Bypass, NEPA study, Kootenai County</td>
<td>1</td>
<td>$830,401</td>
<td></td>
<td>$1,446,583</td>
<td>$2,276,984</td>
</tr>
<tr>
<td>20442</td>
<td>I-90, SH-41 Interchange, Kootenai County</td>
<td>1</td>
<td>$2,575,165</td>
<td>$4,000,000</td>
<td>$1,555,749*</td>
<td>$5,555,749</td>
</tr>
<tr>
<td>21798</td>
<td>SH-33, JCT US 20 (IC 333), Rexburg; NHS-7726, JCT University Blvd (IC 332), Rexburg</td>
<td>6</td>
<td>$990,683</td>
<td></td>
<td>$90,711</td>
<td>$1,081,394</td>
</tr>
<tr>
<td>21799</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

1 Professional Agreements > $1M  
2 Work Task Agreements > $500K  
3 Cumulative Work Task Agreement for project > $1.5M  
4 Consultant Two-year Work Task total > $1.5M

*Agreement Amount: $2,980,584

Executive Session on Legal and Personnel Issues. Vice Chair DeLorenzo made a motion to meet in executive session at 11:21 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.

Page 11 of 12
The Board ended executive session at 12:32 PM.

WHEREUPON, the Idaho Transportation Board adjourned its regular monthly meeting at 12:32 p.m.

_______________________________
WILLIAM H. MOAD, CHAIRMAN
Idaho Transportation Board

Read and Approved
__________, 2024
__________, Idaho
BOARD MEETING DATES

2024

June 12 & 13 – Boise          July 23 & 24 – CDA          August 21 & 22 – Rigby
September 18 & 19 – Lewiston  October 16 – Boise          November 13 – Boise
December 11 – Boise

"X" = holiday
"-----" = conflicts such as AASHTO/WASHTO/TRB conferences (or Board/Director conflicts)

LD:mtgsched.docx
WHEREAS, consent calendar items are to be routine, non-controversial, self-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 Local highway programming adjustments to the FY24-30 ITIP, adding projects to the Leading Idaho Local Bridge Program, and the contracts to reject.
Meeting Date  May 16, 2024

No Presentation:  Consent Item ☒  Informational Calendar Item ☐

Presentation:  Informational ☐  Action with Resolution ☐  Time Needed: _______

<table>
<thead>
<tr>
<th>Presenter's Name</th>
<th>Presenter's Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Colleen Wonacott</td>
<td>Program Control Manager</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Preparer's Name</th>
<th>Preparer's Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Laila Kral, PE</td>
<td>LHTAC Administrator</td>
</tr>
</tbody>
</table>

Subject
Local Highway Programming Adjustments in the approved FY 2024 - 2030 ITIP

<table>
<thead>
<tr>
<th>Key Number</th>
<th>District</th>
<th>Route Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Multiple</td>
<td>Multiple</td>
<td>Multiple</td>
</tr>
</tbody>
</table>

Background Information
The Local Highway Technical Assistance Council (LHTAC) manages several programs which fund local projects throughout the state. LHTAC has prepared a program adjustment advancing projects and delaying others to balance allocated federal funds. Several of the projects are funded through multiple programs resulting in this request balancing three different local programs.

The projects to be advanced are for Simco Road Rehabilitation and Safety Improvements, Mountain Home Highway District KNs 21981, 22879 and 24280 with construction moving from FY25 or FY27 to FY24. These projects are being advanced to align with another Simco Road, Mountain Home Highway District project (KN 23746) with construction in FY24 in the Freight program.

The projects to be delayed are Pine-Featherville Road Rehabilitation, Mountain Home Highway District KNs 22889 and 22606 in addition to several local safety projects to balance out funding in each program year. The programming requests are outlined in the Attachment 1 summary.

Staff requests the project adjustments between the programs outlined in Attachment 1 be made in the approved FY 2024 – 2030 ITIP.

Recommendations  (Action items require a resolution)
Approve the programming requests made in attachment 1 to accommodate updated project schedules and balance federal funding between multiple programs in the approved FY 2024 – 2030 ITIP.
### Local Highway Rural Improvement Program

<table>
<thead>
<tr>
<th>Action</th>
<th>KN</th>
<th>District</th>
<th>Current Program Year</th>
<th>Route, Project Name</th>
<th>Phase</th>
<th>$ in Thousands</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advance Construction to FY24</td>
<td>21981</td>
<td>3</td>
<td>2027</td>
<td>SIMCO RD REHABILITATION, ELMORE CO</td>
<td>CC, CN</td>
<td>$ 2,240 ($2,240)</td>
</tr>
<tr>
<td>Delay Construction to FY27</td>
<td>22889</td>
<td>3</td>
<td>2024</td>
<td>PINE-FEATHERVILLE RD REHAB, MT HOME HD</td>
<td>CC, CN</td>
<td>$ (1,784) $1,784</td>
</tr>
<tr>
<td>(PE) Design Engineering by ITD; (PC) Design Services by Consultant; (PL) Design Engineering by LHTAC; (CE) Construction Engineering by Idaho Transportation Department; (CC) Construction Services by Consultant; (CN) Construction; (CL) Construction Engineering by LHTAC</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Totals</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$ 456 ($456)</td>
</tr>
</tbody>
</table>

### Federal Lands Access Program

<table>
<thead>
<tr>
<th>Action</th>
<th>KN</th>
<th>District</th>
<th>Current Program Year</th>
<th>Route, Project Name</th>
<th>Phase</th>
<th>$ in Thousands</th>
</tr>
</thead>
<tbody>
<tr>
<td>Delay Construction to FY27</td>
<td>22606</td>
<td>3</td>
<td>2024</td>
<td>PINE-FEATHERVILLE RD REHAB, MT HOME HD</td>
<td>CC, CN</td>
<td>$ (3,830) $3,830</td>
</tr>
<tr>
<td>(PE) Design Engineering by ITD; (PC) Design Services by Consultant; (PL) Design Engineering by LHTAC; (CE) Construction Engineering by Idaho Transportation Department; (CC) Construction Services by Consultant; (CN) Construction; (CL) Construction Engineering by LHTAC</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Totals</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$ (3,830) $3,830</td>
</tr>
</tbody>
</table>
## Local Highway Safety Improvement Program

<table>
<thead>
<tr>
<th>Action</th>
<th>KN</th>
<th>District</th>
<th>Current Program Year</th>
<th>Route, Project Name</th>
<th>Phase</th>
<th>$ in Thousands</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advance Construction to FY24</td>
<td>24280</td>
<td>3</td>
<td>2025</td>
<td>SIMCO RD REHABILITATION, ELMORE CO</td>
<td>CE, CC, CN</td>
<td>$ 1,500</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>(1,500)</td>
</tr>
<tr>
<td>Advance Construction to FY24</td>
<td>22879</td>
<td>3</td>
<td>2025</td>
<td>SIMCO RD SAFETY IMPV, MT HOME HD</td>
<td>CC, CN</td>
<td>$ 2,040</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>(2,040)</td>
</tr>
<tr>
<td>Delay Construction to FY25</td>
<td>22875</td>
<td>1</td>
<td>2024</td>
<td>LANCASTER &amp; HUETTER ROUNDABOUT, LAKES HD</td>
<td>CE, CC, CN, CL</td>
<td>$ (1,814)</td>
</tr>
<tr>
<td>Delay Right of Way to FY25</td>
<td>22883</td>
<td>5</td>
<td>2024</td>
<td>PEDESTRIAN CROSSINGS, POCATELLO</td>
<td>CC, CN</td>
<td>$ 606</td>
</tr>
<tr>
<td>Delay Construction to FY25</td>
<td>23285</td>
<td>1</td>
<td>2024</td>
<td>S GREENSFERRY RD GUARDRAIL, WORLEY HD</td>
<td>RW</td>
<td>$ (22)</td>
</tr>
<tr>
<td>Delay Right of Way to FY25</td>
<td>23286</td>
<td>1</td>
<td>2024</td>
<td>STOP CONTROL SAFETY IMPR, BONNER CO</td>
<td>CE, CC, CN, CL</td>
<td>$ 479</td>
</tr>
<tr>
<td>Delay Construction to FY25</td>
<td>23295</td>
<td>4</td>
<td>2024</td>
<td>BIRCH CR RD SAFETY IMPR, OAKLEY HD</td>
<td>RW</td>
<td>$ (20)</td>
</tr>
<tr>
<td>Delay Right of Way to FY25</td>
<td>23298</td>
<td>5</td>
<td>2024</td>
<td>FLANDRO DR SAFETY IMPR, POCATELLO</td>
<td>CC, CN</td>
<td>$ 254</td>
</tr>
<tr>
<td>Delay Right of Way to FY25</td>
<td>23299</td>
<td>5</td>
<td>2024</td>
<td>MERIDIAN RD SAFETY IMPR, BLACKFOOT</td>
<td>RW</td>
<td>$ (44)</td>
</tr>
<tr>
<td>Delay Right of Way to FY25</td>
<td>23301</td>
<td>6</td>
<td>2024</td>
<td>E 500 N RD SAFETY IMPR, FREMONT CO</td>
<td>RW</td>
<td>$ (20)</td>
</tr>
<tr>
<td>Delay Right of Way to FY25</td>
<td>23880</td>
<td>1</td>
<td>2024</td>
<td>SPIRIT LAKE CUTOFF CURVES, BONNER CO</td>
<td>RW</td>
<td>$ 400</td>
</tr>
<tr>
<td>Delay Construction to FY25</td>
<td>23886</td>
<td>4</td>
<td>2024</td>
<td>3200 N SAFETY IMPROVEMENTS, MURTAUGH HD</td>
<td>CE, CC, CN, CL</td>
<td>$ 749</td>
</tr>
<tr>
<td>Delay Right of Way to FY25</td>
<td>23889</td>
<td>6</td>
<td>2024</td>
<td>5TH E (HOLMES AVE) &amp; 49TH S SIGNAL, BONNEVILLE CO</td>
<td>RW</td>
<td>$ (300)</td>
</tr>
</tbody>
</table>

(PE) Design Engineering by ITD; (PC) Design Services by Consultant; (PL) Design Engineering by LHTAC; (CE) Construction Engineering by Idaho Transportation Department; (CC) Construction Services by Consultant; (CN) Construction; (CL) Construction Engineering by LHTAC

Totals | $ (1,168) | $ 1,168
Board Agenda Item

Meeting Date  May 16, 2024

No Presentation:  Consent Item  ☒  Informational Calendar Item  ☐

Presentation:  Informational  ☐  Action with Resolution  ☐  Time Needed:  ______

<table>
<thead>
<tr>
<th>Presenter's Name</th>
<th>Presenter's Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mike Johnson, PE</td>
<td>Division Administrator</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Preparer's Name</th>
<th>Preparer's Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Laila Kral, PE</td>
<td>LHTAC Administrator</td>
</tr>
</tbody>
</table>

Subject
Add projects to Leading Idaho Local Bridge Program

Key Number | District | Route Number
--- | --- | ---
Multiple | Multiple | Multiple

Background Information
ITD and LHTAC have entered into a Memorandum of Understanding for the Local Strategic Initiative (LSI) Program funding the Leading Idaho Local Bridge Program.

In accordance with the MOU, projects for this program have previously been approved by the Local Highway Technical Assistance Council (LHTAC) and Idaho Transportation Board.

At the March 14, 2024 quarterly business meeting, the LHTAC Council approved staff’s request for an additional $2,450,000 to fund feasibility studies, preliminary engineering and preliminary geotechnical/environmental work on 15 bridges in anticipation of the Idaho Legislature approving the third $200M round of funding for this program. Included in this list of bridges were four bridges that were not previously approved for funding. The amount LHTAC Council approved for preliminary work on these four bridges is $800,000.

Many of the unfunded bridges that remain to be repaired or replaced under this program will be complex, may not be on the same alignment, and will require more exploration and/or studies. Funding for the preliminary work does not guarantee the bridge will get funded for replacement. The preliminary work will help ensure that we identify bridges which can be realistically built within this program and/or determine a path forward through federal competitive grants.

The list of additional bridges not previously approved for environmental work and/or feasibility studies include:

<table>
<thead>
<tr>
<th>Key No (KN)</th>
<th>Administrative Jurisdiction</th>
<th>Roadway</th>
<th>Crossing</th>
<th>Year Built</th>
<th>Bridge Length</th>
</tr>
</thead>
<tbody>
<tr>
<td>28635</td>
<td>Valley County</td>
<td>Smith Ferry Drive</td>
<td>N Fk. Payette River</td>
<td>1959</td>
<td>600</td>
</tr>
<tr>
<td>29935</td>
<td>Nez Perce County</td>
<td>Sperry Grade Road</td>
<td>Potlatch River</td>
<td>1908</td>
<td>242</td>
</tr>
<tr>
<td>29965</td>
<td>Nez Perce County</td>
<td>Lenore Grade Road</td>
<td>Clearwater River</td>
<td>1935</td>
<td>526</td>
</tr>
<tr>
<td>30315</td>
<td>Boundary County</td>
<td>S5907: Deep Creek Loop</td>
<td>BNRR; UPRR &amp; Deep Creek</td>
<td>1959</td>
<td>600</td>
</tr>
</tbody>
</table>
Recommendations (Action items require a resolution)
Approve adding the four bridges listed above to the Leading Idaho Local Bridge Program for feasibility studies and preliminary engineering work.
Meeting Date  May 16, 2024

No Presentation:  Consent Item ☒  Informational Calendar Item ☐

Presentation:  Informational ☐  Action with Resolution ☐  Time Needed: ________

<table>
<thead>
<tr>
<th>Presenter's Name</th>
<th>Presenter's Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>David B. Kuisti</td>
<td>Chief Engineer</td>
</tr>
<tr>
<td>Monica Crider</td>
<td>State Design Engineer</td>
</tr>
</tbody>
</table>

Subject
Board Approval for Contracts to Reject

<table>
<thead>
<tr>
<th>Key Number</th>
<th>District</th>
<th>Route Number</th>
</tr>
</thead>
</table>

Background Information

INFORMATION
The following table summarizes the contracts bid since the start of the fiscal year by jurisdiction, along with those requiring Board approval to award and Board approval to reject. The attached chart only shows the ITD State Infrastructure Projects listed by Summary of Cost and Summary of Contract Count.

NOTE:
The table below shows year to date summaries for both ITD and Local contracts bid. These ITD Contracts and the ITD project numbers do not match as there are times that multiple projects are companioned and bid and awarded as one contract.

<table>
<thead>
<tr>
<th>Year to Date Bid Summary 10/01/23 to 04/30/24</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Contracts Bid</strong></td>
</tr>
<tr>
<td>ITD</td>
</tr>
<tr>
<td>62</td>
</tr>
</tbody>
</table>

ACTION
In accordance with board policy 4001, the construction contracts on the attached report exceeded the engineer’s estimate by more than ten percent (10%) but are recommended for rejection with board approval.

The following table summarizes the contracts requiring Board approval to reject since the last Board Agenda Report.

<table>
<thead>
<tr>
<th>Contracts requiring Board Approval to Reject - Justification received 04/01/24 to 04/30/24</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>ITD</strong></td>
</tr>
<tr>
<td>1</td>
</tr>
</tbody>
</table>

Recommendations  (Action items require a resolution)

In accordance with board policy 4001, the construction contracts on the attached report are recommended for rejection with board approval.
Monthly Status Report to the Board

CONTRACT(S) FOR BOARD APPROVAL TO REJECT

<table>
<thead>
<tr>
<th>District</th>
<th>Key No.</th>
<th>Route</th>
<th>Opening Date</th>
<th>No. of Bids Received</th>
<th>Eng. Est.</th>
<th>Low Bid</th>
<th>Net +/- % of EE</th>
</tr>
</thead>
<tbody>
<tr>
<td>LHTAC(4)</td>
<td>18807</td>
<td>OFF SYS</td>
<td>4/2/2024</td>
<td>1</td>
<td>$2,875,000.00</td>
<td>$4,317,082.00</td>
<td>$1,442,082.00 150%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>River Street, Walnut to Galena, Hailey</td>
<td>Contractor: Staker &amp; Parson Companies DBA Federal Idaho Materials Construction</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>24243</td>
<td>Various</td>
<td>4/2/2024</td>
<td>3</td>
<td>$1,668,576.00</td>
<td>$2,156,120.00</td>
<td>$587,544.00 135%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>D4 Signal Upgrades</td>
<td>Contractor: Electric 1 West Inc DBA Balanced Rock Electric State</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
DATE OF BID OPENING - APRIL 2, 2024

IDAHO FEDERAL AID PROJECT
RIVER STREET, WALNUT TO GALENA, HAILEY
Blaine County
Key No. 18807

DESCRIPTION: The work on this project consists of rebuild the roadway, add curb, gutter, and sidewalk and includes safety and circulation improvements.

BIDDERS:

STAKER & PARSON COMPANIES dba IDAHO MATERIALS & CONSTRUCTION
NAMPA, ID

$4,317,082.00

1 BIDS ACCEPTED

ENGINEER'S ESTIMATE - $2,875,000.00

LOW BID - 150% Percent of the Engineer's Estimate

NET +/- OF EE $1,442,082

(AWARD) (REJECT) (REQUIRES BOARD APPROVAL)

Approval to award or reject this project is based on Bid Review and Evaluation.

***Attached is the justification for Award or Rejection of the Bid. Highway Design concurs with the recommendation.***

Karen Hanna
Contracts Manager

Digitally signed by Karen Hanna
Date: 2024.04.24 11:36:44 -06'00'

Karen Hanna
Date: April 24, 2024

To: Monica Crider, P.E.
State Design Engineer

From: Laila Kral, PE
LHTAC Administrator

Project No: A018(807)

Key No: 18807

Project Identifications, County
STC- 8030, River St; Walnut to Galena, Hailey

RE: Justification of Rejection of Bid

On April 2, 2024, one bid was opened for KN 18807, STC- 8030, River St; Walnut to Galena, Hailey project. The only bid of $4,317,082 was 150.2% higher than the Engineer’s Estimate (EE).

The following items accounts for most of the difference between the low bid and the Engineer’s Estimate:

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Quantity</th>
<th>Estimated Unit Price</th>
<th>Bid Unit Price</th>
<th>$ Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>303-022A</td>
<td>3/4” Aggregate for Base</td>
<td>2091 Tons</td>
<td>$45.00</td>
<td>$70.00</td>
<td>$52,275</td>
</tr>
<tr>
<td>619-010A</td>
<td>Illumination Ty 2</td>
<td>1 Lump Sum</td>
<td>$370,000</td>
<td>$775,000</td>
<td>$405,000</td>
</tr>
<tr>
<td>652-005A</td>
<td>Underground Sprinkler System</td>
<td>1 Lump Sum</td>
<td>$66,850</td>
<td>$240,000</td>
<td>$173,150</td>
</tr>
<tr>
<td>S901-05E</td>
<td>SP-Tree Wells</td>
<td>25 Each</td>
<td>$15,000</td>
<td>$19,000</td>
<td>$100,000</td>
</tr>
<tr>
<td>Z629-05A</td>
<td>Mobilization</td>
<td>1 Lump Sum</td>
<td>$375,634.50</td>
<td>$624,540.05</td>
<td>$248,905.55</td>
</tr>
</tbody>
</table>

Total Difference from these Items $979,330.55

The EE was based on the latest ITD bid tabulation data for ITD Districts 4 and LHTAC along with local input from the City of Hailey. These bid prices and lack of submitted bids likely reflect the more isolated location of the project and items unique to an urban environment. It may also be attributed to advertising the project late in the construction season for this area.

The City of Hailey and LHTAC recommend rejection of the bid, revising the project scope to reduce or eliminate specialty items, and rebidding the project at a more favorable time of year.
April 15, 2024

Kevin Kuther, P.E.
LHTAC
3330 W Grace St.
Boise, ID 83703

Subject: City of Hailey,
Key No. 18807 – River St; Walnut to Galena, Hailey

Dear Mr. Kevin:

The City of Hailey wishes to reject the bid received for Key No. 18807, River St; Walnut to Galena, Hailey Project and rebid the project for the remaining construction season of 2024 or, depending on the time required to modify the construction drawings, the spring of 2025. The only bid received was in significant excess of the Engineer’s Estimate. The City will work to reduce scope for the project to bring it in line with available funding.

Sincerely,

City of Hailey

[Signature]

Martha Burke
Mayor
DATE OF BID OPENING - APRIL 2, 2024

IDAHO PROJECT
D4 SIGNAL UPGRADES
Various County
Key No. 24243

DESCRIPTION: The work on this project consists of repair and upgrade several highway traffic signals at various locations throughout District 4

BIDDERS:

Electric 1 West Inc. DBA Balanced Rock Electric
Twin Falls, ID
$2,156,120.00

1 BIDS ACCEPTED 2-Irrregular (Bid Bond/Anti-Boycott)

ENGINEER'S ESTIMATE - $1,668,576.00

LOW BID - 129% Percent of the Engineer's Estimate

NET +/- OF EE $487,544

(AWARD) (REJECT) (REQUIRES BOARD APPROVAL)

Approval to award or reject this project is based on Bid Review and Evaluation.

***Attached is the justification for Award or Rejection of the Bid. Highway Design concurs with the recommendation. ***

Karen Hanna
Contracts Manager
DATE: April 24, 2024

TO: Monica Crider, PE  
State Design Engineer

FROM: Jesse Barrus, PE  
District Engineer, D4

RE: JUSTIFICATION FOR REJECTION OF BID

On April 2, 2024 three bids were opened for the above referenced project. Two out of the three bids were marked as irregular. The remaining bid of $2,156,120.00 came in approximately 29% higher than the engineer estimate.

The following items account for most of the difference between this bid and the engineer estimate:

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Quantity</th>
<th>Est. Unit Price</th>
<th>Bid Unit Price</th>
<th>$ Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>656-015A</td>
<td>Intersection Preemption Detection System</td>
<td>13 Ea</td>
<td>$20,000.00</td>
<td>$22,610.00</td>
<td>$33,930.00</td>
</tr>
<tr>
<td>656-020C</td>
<td>Intersection Detection System - Video</td>
<td>15 Ea</td>
<td>$15,000.00</td>
<td>$42,390.00</td>
<td>$410,850.00</td>
</tr>
<tr>
<td>656-045A</td>
<td>Signal Controller</td>
<td>13 Ea</td>
<td>$10,000.00</td>
<td>$26,460.00</td>
<td>$213,980.00</td>
</tr>
<tr>
<td>S901-05A</td>
<td>SP Remote Network System</td>
<td>13 Ea</td>
<td>$3,000.00</td>
<td>$8,2390.00</td>
<td>$70,070.00</td>
</tr>
</tbody>
</table>

**Total Difference from these items:** $728,830.00

The engineer’s estimate was based off similar projects and some research into costs of some of the systems. The average bid price from other projects was used when available, however, there is little past bidding information available on signal components and systems. This was particularly true for items 656-020C and 656-045A.

This project addresses and replaces multiple components of signals on our system that need to be replaced as they have met their lifespan.

After review of the bid information, District 4 recommends rejecting the bid so the district can review the plans, specifications and estimate, revise, and rebid this project as soon as possible.
Meeting Date  May 16, 2024

No Presentation:  Consent Item □  Informational Calendar Item □

Presentation:  Informational □  Action with Resolution □    Time Needed: _______

<table>
<thead>
<tr>
<th>Presenter's Name</th>
<th>Presenter's Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>David B. Kuisti P.E.</td>
<td>Chief Engineer</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Preparer's Name</th>
<th>Preparer's Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monica Crider P.E.</td>
<td>State Design Engineer</td>
</tr>
</tbody>
</table>

Subject
Contract Awards and Advertisements

Background Information
INFORMATION
The following table summarizes the contracts bid since the start of the fiscal year by jurisdiction, along with those requiring Board approval to award and Board approval to reject. The attached chart only shows the ITD State Infrastructure Projects listed by Summary of Cost and Summary of Contract Count.

NOTE:
The table below shows year to date summaries for both ITD and Local contracts bid. These ITD Contracts and the ITD project numbers do not match as there are times that multiple projects are companioned and bid and awarded as one contract.

<table>
<thead>
<tr>
<th>Year to Date Bid Summary 10/01/23 to 04/30/24</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contracts Bid</td>
</tr>
<tr>
<td>ITD</td>
</tr>
<tr>
<td>62</td>
</tr>
</tbody>
</table>

RECENT ACTIONS
In accordance with board policy 4001, Staff has initiated or completed action to award the contracts listed on the attached report. The following table summarizes the Contracts awarded (requiring no Board action) since the last Board Agenda Report.

<table>
<thead>
<tr>
<th>Contracts Requiring no action from the Board 04/01/24 to 04/30/24</th>
</tr>
</thead>
<tbody>
<tr>
<td>ITD</td>
</tr>
<tr>
<td>11</td>
</tr>
</tbody>
</table>

FUTURE ACTIONS
The Current Advertisement Report is attached.

Recommendations (Action items require a resolution)
For Information Only.
FFY24 State Infrastructure Project Bid Results: YTD Summary By Cost
55 Projects YTD through April 30, 2024

YTD Total for all 55 projects:
Ratio of Bid Costs / Engineer's Estimates = $460.6 / $474.1M = 97.2%

Notes: 1) Local and SIA Projects are not included 2) Contracts may have multiple Projects

FFY24 State Infrastructure Project Bid Results: YTD Summary By Project Count
55 Projects YTD through April 30, 2024

73% of Bids below EE (40 of 55)
80% of Bids below 105% of EE (44 of 55)
16% of Bids above 110% of EE (9 of 55)

Note: Local and SIA Projects are not included
# Monthly Status Report to the Board

## PROJECTS BID BY STAFF SINCE LAST BOARD MEETING

<table>
<thead>
<tr>
<th>District</th>
<th>Key No.</th>
<th>Route</th>
<th>Opening Date</th>
<th>No. of Bids Received</th>
<th>Eng. Est.</th>
<th>Low Bid</th>
<th>Net +/- % of EE</th>
</tr>
</thead>
<tbody>
<tr>
<td>6</td>
<td>22760/22679/23214</td>
<td>I-15</td>
<td>4/2/2024</td>
<td>2</td>
<td>$22,547,829.95</td>
<td>$19,199,969.00</td>
<td>($3,347,860.95) 85%</td>
</tr>
<tr>
<td>3</td>
<td>24390 &amp; 24389</td>
<td>SH-55</td>
<td>4/2/2024</td>
<td>1</td>
<td>$3,620,775.00</td>
<td>$2,797,205.00</td>
<td>($823,570.00) 77%</td>
</tr>
<tr>
<td>2</td>
<td>23719a SIA</td>
<td>Various</td>
<td>4/2/2024</td>
<td>2</td>
<td>$500,000.00</td>
<td>$522,400.00</td>
<td>$22,400.00 104%</td>
</tr>
<tr>
<td>2</td>
<td>23224 SIA</td>
<td>Various</td>
<td>4/2/2024</td>
<td>5</td>
<td>$898,320.00</td>
<td>$594,050.00</td>
<td>($304,270.00) 66%</td>
</tr>
<tr>
<td>6</td>
<td>22686 &amp; 23215</td>
<td>SH-28</td>
<td>4/9/2024</td>
<td>2</td>
<td>$8,435,220.00</td>
<td>$7,955,000.00</td>
<td>($480,220.00) 94%</td>
</tr>
<tr>
<td>1</td>
<td>20660 US-95</td>
<td>4/9/2024</td>
<td>3</td>
<td>$2,553,749.25</td>
<td>$2,027,968.94</td>
<td>($525,780.31) 79%</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>20090 US-95</td>
<td>4/9/2024</td>
<td>2</td>
<td>$1,592,378.00</td>
<td>$1,050,758.37</td>
<td>($541,619.63) 66%</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>24400 SH-14</td>
<td>4/9/2024</td>
<td>2</td>
<td>84,420.29 SY</td>
<td>$2,330,000.00</td>
<td>11600,501 SY</td>
<td></td>
</tr>
</tbody>
</table>

Contractor: H-K Contractors Inc

Contractor: Knife River Corporation-Mountain West

Contractor: RailCo LLC State

Contractor: Whitaker Construction Co. Inc State

Contractor: J7 Contracting Inc

Contractor: LaRiviere State

Contractor: Poe Asphalt Paving Inc State
<table>
<thead>
<tr>
<th>District</th>
<th>Key No.</th>
<th>Route</th>
<th>Opening Date</th>
<th>No. of Bids Received</th>
<th>Eng. Est.</th>
<th>Low Bid</th>
<th>Net +/- % of EE</th>
</tr>
</thead>
<tbody>
<tr>
<td>6</td>
<td>23242/22765</td>
<td>US-93</td>
<td>4/23/2024</td>
<td>2</td>
<td>$9,596,196.50</td>
<td>$8,696,969.00</td>
<td>($899,227.50) 91%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>US-93, Willow CR Summit to Jct. SH-75</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Contractor: H-K Contractors Inc</td>
<td>Federal</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>23585/23398</td>
<td>Various</td>
<td>4/23/2024</td>
<td>0</td>
<td>$902,577.60</td>
<td>$0.00</td>
<td>($902,577.60) 0%</td>
</tr>
<tr>
<td></td>
<td>FY24 &amp; FY25 D6 Inlay Pavement Markings</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>State</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>23816</td>
<td>Various</td>
<td>4/23/2024</td>
<td>1</td>
<td>$630,691.20</td>
<td>$529,800.00</td>
<td>($100,891.20) 84%</td>
</tr>
<tr>
<td>FY25 D6 Striping</td>
<td>Contractor: Idaho Traffic Safety</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>State</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

35
### Monthly Contract Advertisement As of 4-30-2024

<table>
<thead>
<tr>
<th>District Key</th>
<th>District No.</th>
<th>Route</th>
<th>Bid Opening Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>5</td>
<td>22656</td>
<td>I-15</td>
</tr>
</tbody>
</table>

- **I-15, W Blackfoot IC to Riverside Canal NBL**
  - **$5,000,000 to $10,000,000**

<table>
<thead>
<tr>
<th>District Key</th>
<th>District No.</th>
<th>Route</th>
<th>Bid Opening Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>5</td>
<td>24255d SIA</td>
<td>I-15</td>
</tr>
</tbody>
</table>

- **I-15, D5 Cattle Guard Replacements**
  - **$250,000 to $500,000**

<table>
<thead>
<tr>
<th>District Key</th>
<th>District No.</th>
<th>Route</th>
<th>Bid Opening Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>5</td>
<td>23719d SIA</td>
<td>I-15</td>
</tr>
</tbody>
</table>

- **I-15, Woodville Road Girder Replacement**
  - **$500,000 to $1,000,000**

<table>
<thead>
<tr>
<th>District Key</th>
<th>District No.</th>
<th>Route</th>
<th>Bid Opening Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>LHTAC(1)</td>
<td>23284</td>
<td>OFF SYS</td>
<td>5/7/2024</td>
</tr>
</tbody>
</table>

- **Roadway & Guardrail Improvements, Lakes HD**
  - **$250,000 to $500,000**

<table>
<thead>
<tr>
<th>District Key</th>
<th>District No.</th>
<th>Route</th>
<th>Bid Opening Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>LHTAC(1)</td>
<td>23636 SIA</td>
<td>I-84</td>
<td>5/7/2024</td>
</tr>
</tbody>
</table>

- **Roadway & Guardrail Improvements, Lakes HD**
  - **$250,000 to $500,000**

<table>
<thead>
<tr>
<th>District Key</th>
<th>District No.</th>
<th>Route</th>
<th>Bid Opening Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>LHTAC(1)</td>
<td>22398</td>
<td>OFF SYS</td>
<td>5/14/2024</td>
</tr>
</tbody>
</table>

- **McGhee Road Pedestrian Improvements, Ponderay**
  - **$500,000 to $1,000,000**

<table>
<thead>
<tr>
<th>District Key</th>
<th>District No.</th>
<th>Route</th>
<th>Bid Opening Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>LHTAC(3)</td>
<td>22102</td>
<td>OFF SYS</td>
<td>5/14/2024</td>
</tr>
</tbody>
</table>

- **Franklin Blvd. & Karcher Road Intersection**
  - **$2,500,000 to $5,000,000**

<table>
<thead>
<tr>
<th>District Key</th>
<th>District No.</th>
<th>Route</th>
<th>Bid Opening Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>3</td>
<td>22715A</td>
<td>SH-55</td>
<td>5/14/2024</td>
</tr>
</tbody>
</table>

- **SH-55, Farmway Road to Middleton Road**
  - **$2,500,000 to $5,000,000**

<table>
<thead>
<tr>
<th>District Key</th>
<th>District No.</th>
<th>Route</th>
<th>Bid Opening Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>LHTAC(1)</td>
<td>19288</td>
<td>OFF SYS</td>
<td>5/21/2024</td>
</tr>
</tbody>
</table>

- **Beck Road, Seltice Way to Prairie Ave, Post Falls HD**
  - **$2,500,000 to $5,000,000**
<table>
<thead>
<tr>
<th>District</th>
<th>Key No.</th>
<th>Route</th>
<th>Bid Opening Date</th>
<th>Project Description</th>
<th>Cost Range</th>
</tr>
</thead>
<tbody>
<tr>
<td>4</td>
<td>21897</td>
<td>OFF SYS</td>
<td>5/21/2024</td>
<td>Smiley Creek Airport Bridge</td>
<td>$1,000,000 to $2,500,000</td>
</tr>
<tr>
<td>6</td>
<td>24399</td>
<td>US-20</td>
<td>5/21/2024</td>
<td>US-20, MP 264 to MP 301 Pavement Repair</td>
<td>$1,000,000 to $2,500,000</td>
</tr>
<tr>
<td>5</td>
<td>23137 SIA</td>
<td>US-91</td>
<td>5/21/2024</td>
<td>US-91, MP 17.5 and MP 17.6 Culvert Slip Lines</td>
<td>$250,000 to $500,000</td>
</tr>
</tbody>
</table>
Meeting Date: May 16, 2024

No Presentation:  Consent Item ☐  Informational Calendar Item ☒
Presentation:  Informational ☒  Action with Resolution ☐  Time Needed: __________

<table>
<thead>
<tr>
<th>Presenter's Name</th>
<th>Presenter's Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monica Crider, PE</td>
<td>State Design Engineer</td>
</tr>
<tr>
<td>Preparer's Name</td>
<td>Preparer's Title</td>
</tr>
<tr>
<td>Mohsen Amirmojahedi, PE</td>
<td>Consultant Services Engineer</td>
</tr>
</tbody>
</table>

Subject

REPORT ON PROFESSIONAL SERVICES AGREEMENTS AND TERM AGREEMENT WORK TASKS

Background Information

For all Agreements:

Consultant Services processed 29 new professional services agreements and work tasks totaling $15,249,653 and 8 supplemental agreements to existing professional services agreements totaling $680,420 from April 01, 2024 to April 28, 2024.

<table>
<thead>
<tr>
<th>Reason Consultant Needed</th>
<th>District</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Resources not Available</td>
<td>1</td>
<td>2</td>
</tr>
<tr>
<td>Construction Engineering, Inspection, Sampling &amp; Testing</td>
<td>2</td>
<td>3</td>
</tr>
<tr>
<td>Roadway Design</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Materials/Geotechnical</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Surveying</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Public Involvement</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Hydraulics</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Environmental</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>Engineer of Record</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Local Public Agency Projects</td>
<td>1</td>
<td>2</td>
</tr>
<tr>
<td>Total</td>
<td>3</td>
<td>10</td>
</tr>
</tbody>
</table>
For ITD Projects:

20 new professional services agreements and work tasks were processed during this period totaling $14,452,516. 7 supplemental agreements totaling $672,646 were processed.

### District 1

<table>
<thead>
<tr>
<th>Project</th>
<th>Reason Consultant Needed</th>
<th>Description</th>
<th>Selection Method</th>
<th>Consultant</th>
<th>Amount</th>
</tr>
</thead>
</table>
| STATE, FY23 D1 BRIDGE REPAIR | Resources not Available CE&I | CE&I Services, Phase 2       | Individual Project Solicitation | HDR Engineering, Inc.          | Prev: $654,435  
This: $254,184  
Agreement Total to Date: $908,619 |
| SH 53, N LATAH ST TO MP 9.3, RATHDRUM | Resources not Available CE&I | CE&I Services, Phase 2       | Individual Project Solicitation | HDR Engineering, Inc.          | Prev: $404,890  
This: $433,400  
Agreement Total to Date: $838,290 |

### District 2

<table>
<thead>
<tr>
<th>Project</th>
<th>Reason Consultant Needed</th>
<th>Description</th>
<th>Selection Method</th>
<th>Consultant</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>US 95, MP 210 SLIDE TO WHITEBIRD BR, IDAHO CO</td>
<td>Resources not Available CE&amp;I</td>
<td>CE&amp;I Services.</td>
<td>Individual Project Solicitation</td>
<td>HMH, LLC</td>
<td>$897,804</td>
</tr>
</tbody>
</table>
| US 95, THORN CR RD TO MOSCOW, PH 1 | Resources not Available CE&I | CE&I Services, Phase 3       | Individual Project Solicitation   | HMH, LLC                         | Prev: $3,444,373  
This: $2,898,030  
Agreement Total to Date: $6,342,403  
Board Approved: $6,342,403  
On: 3/20/2024 |
| US 95, AHT‘WY INTERCHANGE AND PLAZA, NEZ PERCE CO | Resources not Available CE&I | CE&I Services, Phase 2       | Individual Project Solicitation   | HDR Engineering, Inc.           | Prev: $1,341,625  
This: $1,536,437  
Agreement Total to Date: $2,878,062  
Board Approved: $3,000,000  
On: 1/12/2023 |
<p>| US 95, POTLATCH NB PASSING LN, LATAH CO | Resources not Available Environmental Services. | RFI from Term Agreement | David Evans and Associates, Inc. | $188,529                        |</p>
<table>
<thead>
<tr>
<th>Project</th>
<th>Reason Consultant Needed</th>
<th>Description</th>
<th>Selection Method</th>
<th>Consultant</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>SH 16, FRANKLIN RD TO USTICK RD, ADA &amp; CANYON COS</td>
<td>Resources not Available CE&amp;I</td>
<td>CE&amp;I Services, Phase 2</td>
<td>Individual Project Solicitation</td>
<td>HMH, LLC</td>
<td>$4,400,000</td>
</tr>
<tr>
<td>SH 55, FLEMING CR BR, BOISE CO</td>
<td>Resources not Available Public Involvement</td>
<td>Public Involvement Services.</td>
<td>Direct from Term Agreement</td>
<td>Rosemary Brennan Curtin, Inc.</td>
<td>$34,315</td>
</tr>
<tr>
<td>I 84, FY23 D3 BRIDGE REPAIR</td>
<td>Resources not Available CE&amp;I</td>
<td>CE&amp;I Staff Augmentation.</td>
<td>RFI from Term Agreement</td>
<td>David Evans and Associates, Inc.</td>
<td>$327,424</td>
</tr>
</tbody>
</table>

**District 3**

**SH 128, DOWN RV RD INTERSECTION IMPROVEMENT, LEWISTON**
Resources not Available Surveying
Survey Services.
Direct from Term Agreement
Welch Comer and Associates, Inc.
$50,870

**US 95, WESTLAKE RD TURNBAYS, LEWIS CO**
Resources not Available Environmental
Environmental Services.
RFI from Term Agreement
Horrocks Engineers, Inc.
$149,510

**US 95, RODEO DR TO ESTES RD, MOSCOW**
Resources not Available Environmental
Environmental Services.
RFI from Term Agreement
Ardurra Group, Inc.
Prev: $205,689
This: $168,525
Agreement Total to Date: $374,214

**STATE, FY26b D2 BRIDGE REPAIR**
Resources not Available Environmental
Environmental Clearance Services.
Individual Project Solicitation
HDR Engineering, Inc.
$312,596
### District 4

<table>
<thead>
<tr>
<th>Project</th>
<th>Reason Consultant Needed</th>
<th>Description</th>
<th>Selection Method</th>
<th>Consultant</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>US 93, 300 SOUTH RD, JEROME CO</td>
<td>Resources not Available Engineer of Record Services</td>
<td></td>
<td>Individual Project Solicitation</td>
<td>HDR Engineering, Inc.</td>
<td>$351,202</td>
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### District 5

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<tr>
<th>Project</th>
<th>Reason Consultant Needed</th>
<th>Description</th>
<th>Selection Method</th>
<th>Consultant</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>I 86, MP 49 TO MP 58, RAINBOW ROAD TO W POCATELLO IC WB</td>
<td>Resources not Available Materials / Geotechnical</td>
<td>Materials and Geotechnical Services.</td>
<td>Direct from Term Agreement</td>
<td>GeoEngineers, Inc.</td>
<td>$4,957</td>
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<td></td>
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<td></td>
<td>Board Approved:</td>
<td>$4,188,000</td>
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<tr>
<td></td>
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<td></td>
<td>On: 3/20/2024</td>
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### Headquarters

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<tr>
<th>Project</th>
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<th>Description</th>
<th>Selection Method</th>
<th>Consultant</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>STATE, STWD BRIDGE HYDRAULICS SUPPORT</td>
<td>Resources not Available Hydraulics</td>
<td>Hydraulics Services.</td>
<td>RFI from Term Agreement</td>
<td>Ayres Associates, Inc.</td>
<td>$300,000</td>
</tr>
<tr>
<td>STATE, FY24 SHS SIGN INSPECTION</td>
<td>Resources not Available Materials / Geotechnical</td>
<td>Overhead Sign Structure Inspections Services.</td>
<td>RFI from Term Agreement</td>
<td>Collins Engineers, Inc.</td>
<td>$233,319</td>
</tr>
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</table>
## Supplemental Agreements to Existing ITD Professional Service Agreements

<table>
<thead>
<tr>
<th>District</th>
<th>Project</th>
<th>Consultant</th>
<th>Original Agreement Date/Description</th>
<th>Supplemental Agreement Description</th>
<th>Total Agreement Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>SAMPLING/TESTING &amp; CLOSEOUT SERVICES FOR D1</td>
<td>Strata, Inc.</td>
<td>5/5/2023, Sampling/testing and closeout services.</td>
<td>Additional hours for more close-out assistance for a claim that is still going on.</td>
<td>Prev: $811,049 This: $29,954 Agreement Total to Date: $841,003</td>
</tr>
<tr>
<td>1</td>
<td>SAMPLING/TESTING &amp; CLOSEOUT SERVICES FOR D1</td>
<td>Strata, Inc.</td>
<td>5/5/2023, Sampling/testing and closeout services.</td>
<td>Additional hours for more sampling/testing</td>
<td>Prev: $834,173 This: $6,830 Agreement Total to Date: $841,003</td>
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<tr>
<td>1</td>
<td>SAMPLING/TESTING &amp; CLOSEOUT SERVICES FOR D1</td>
<td>Strata, Inc.</td>
<td>5/5/2023, Sampling/testing and closeout services.</td>
<td>Additional hours for more sampling/testing</td>
<td>Prev: $809,449 This: $31,554 Agreement Total to Date: $841,003</td>
</tr>
<tr>
<td>1</td>
<td>SMA-5719, PLEASANT VIEW RD &amp; SH 53, GRADE SEPARATION</td>
<td>HDR Engineering, Inc.</td>
<td>11/4/2011, Complete design from existing preliminary design through PS&amp;E</td>
<td>Additional design services included: major revisions to temporary traffic control plans, swapping concrete barriers out, etc.</td>
<td>Prev: $3,299,997 This: $171,168 Agreement Total to Date: $3,471,165 Board Approved: $3,471,279 On: 3/11/2023</td>
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<tr>
<td></td>
<td>SH 55, FARMWAY RD TO MIDDLETON RD, CANYON CO</td>
<td>Horrocks Engineers, Inc.</td>
<td>11/1/2021, Roadway Design through PS&amp;E</td>
<td>Additional roadway design through PS&amp;E.</td>
<td>Prev: $10,682,101 This: $421,134 Agreement Total to Date: $11,103,235 Board Approved: $11,230,000 On: 2/21/2023</td>
</tr>
<tr>
<td>3</td>
<td>SH 16, SH 44 TO JCT SH 52 ENVIRONMENTAL RE-EVAL, EMMETT</td>
<td>Horrocks Engineers, Inc.</td>
<td>6/21/2023, Update the design of State Highway 16.</td>
<td>Black Canyon Irrigation District requiring a $1,000 application for work on affected structures.</td>
<td>Prev: $2,940,412 This: $1,000 Agreement Total to Date: $2,941,412 Board Approved: $2,950,000 On: 6/15/2023</td>
</tr>
<tr>
<td></td>
<td>STATE, D5 MATERIALS RECONNAISSANCE</td>
<td>Parametrix, Inc.</td>
<td>3/20/2024, Environmental Services.</td>
<td>Cultural clearance on property for possible purchase</td>
<td>Prev: $30,779 This: $11,006 Agreement Total to Date: $41,785</td>
</tr>
</tbody>
</table>
For Local Public Agency Projects:

9 new professional services agreements totaling $797,137 were processed during this period. 1 supplemental agreement totaling $7,774 was processed.

<table>
<thead>
<tr>
<th>Project</th>
<th>Sponsor</th>
<th>Description</th>
<th>Selection Method</th>
<th>Consultant</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>LOCAL, RAILROAD PATH; RIVERSIDE PARK TO YELLOWSTONE HWY</td>
<td>CITY OF REXBURG</td>
<td>Roadway Design Services</td>
<td>Direct from Term Agreement</td>
<td>Keller Associates, Inc.</td>
<td>$65,950</td>
</tr>
<tr>
<td>LOCAL, GUARDRAIL IMPROVEMENTS, LAKES HD</td>
<td>LAKES HIGHWAY DISTRICT</td>
<td>CE&amp;I Services, Phase 2</td>
<td>RFI from Term Agreement</td>
<td>HMH, LLC</td>
<td>Prev: $341,623 This: $8,896 Agreement Total to Date: $350,519</td>
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<tr>
<td>OFFSYS, MISSION ST; SCL TO DEINHARD LN, MCCALL</td>
<td>CITY OF MCCALL</td>
<td>CE&amp;I Services</td>
<td>RFI from Term Agreement</td>
<td>HDR Engineering, Inc.</td>
<td>$326,808</td>
</tr>
<tr>
<td>SMA-7014, SNAKE RV AVE; SOUTHWAY BR TO 11TH AVE, LEWISTON</td>
<td>CITY OF LEWISTON</td>
<td>Roadway Design Services</td>
<td>RFI from Term Agreement</td>
<td>Horrocks Engineers, Inc.</td>
<td>Prev: $181,800 This: $44,673 Agreement Total to Date: $226,473</td>
</tr>
<tr>
<td>LOCAL, HORSESHOE PARK PATHWAY, PH 4; LOCAL, HORSESHOE PARK PATHWAY, PH 3</td>
<td>CITY OF NEW PLYMOUTH</td>
<td>Pathway Services</td>
<td>RFI from Term Agreement</td>
<td>HMH, LLC</td>
<td>$85,794</td>
</tr>
<tr>
<td>LOCAL, DIVISION AVE AND MAIN ST SIDEWALK PROJECT</td>
<td>CITY OF CRAIGMONT</td>
<td>CE&amp;I Services</td>
<td>Direct from Term Agreement</td>
<td>Salaber Associates, Inc.</td>
<td>$79,008</td>
</tr>
<tr>
<td>LOCAL, BLAINE WARING MEMORIAL PARK PATHWAY</td>
<td>CITY OF DUBOIS</td>
<td>CE&amp;I Services</td>
<td>Direct from Term Agreement</td>
<td>Forsgren Associates, Inc.</td>
<td>Prev: $47,100 This: $49,041 Agreement Total to Date: $96,141</td>
</tr>
<tr>
<td>SH 55, MAIN ST SIDEWALK &amp; BEACON, CASCADE</td>
<td>CITY OF CASCADE</td>
<td>CE&amp;I Services</td>
<td>Direct from Term Agreement</td>
<td>Salaber Associates, Inc.</td>
<td>$82,767</td>
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<tr>
<td>OFFSYS, WALLACE AVE SIDEWALKS, DRIGGS</td>
<td>CITY OF DRIGGS</td>
<td>CE&amp;I Services</td>
<td>Direct from Term Agreement</td>
<td>Atlas Technical Consultants LLC</td>
<td>$54,200</td>
</tr>
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</table>
### Supplemental Agreements to Existing Local Professional Service Agreements

<table>
<thead>
<tr>
<th>District</th>
<th>Project</th>
<th>Consultant</th>
<th>Original Agreement Date/Description</th>
<th>Supplemental Agreement Description</th>
<th>Total Agreement Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>3</td>
<td>SMA-7813, MONTANA AVE; PED IMPRV &amp; WIDENING, CALDWELL</td>
<td>Keller Associates, Inc.</td>
<td>8/9/2023, Roadway Design Services.</td>
<td>Additional work for ROW plans</td>
<td>Prev: $18,893 This: $7,774 Agreement Total to Date: $26,667</td>
</tr>
</tbody>
</table>

**Recommendations** *(Action items require a resolution)*

For Information Only
Meeting Date  May 16, 2024

No Presentation:  Consent Item  Informational Calendar Item

Presentation:  Informational  Action with Resolution

Time Needed:  

Presenter's Name: Michele Doane  Presenter's Title: BSM Manager
Preparer's Name: Kaylee Starman  Preparer's Title: BSM Contract Manager

Subject
Non-Construction Professional Service Contracts issued by Business & Support Management

Key Number District Route Number
N/A N/A N/A

Background Information
The purpose of this Board item is to comply with the reporting requirements established in Board Policy 4001 - "Each month the Chief Administrative Officer shall report to the Board all non-construction professional service agreements entered into by the Department during the previous month."

Recommendations (Action items require a resolution)
Meeting Date  May 16, 2024

**No Presentation:** Consent Item ☐  Informational Calendar Item ☒

**Presentation:**  Informational ☐  Action with Resolution ☐  Time Needed: ________

<table>
<thead>
<tr>
<th>Presenter's Name</th>
<th>Presenter's Title</th>
</tr>
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<tbody>
<tr>
<td>L. Scott Stokes</td>
<td>Director</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Preparer's Name</th>
<th>Preparer's Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lorraine Dennis</td>
<td>Business Executive to the Board</td>
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</table>

**Subject**
Draft FY25-28 Strategic Plan Division of Financial Management (DFM) Report

<table>
<thead>
<tr>
<th>Key Number</th>
<th>District</th>
<th>Route Number</th>
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</table>

**Background Information**
Idaho Code 67-1903 – 67-1904 requires all state agencies to annually submit a Strategic Plan covering a minimum of four years forward, including the fiscal year for which it is submitted, to DFM by July 5th. The format, structure and required elements for the Strategic Plan are set by DFM inclusive of the following:

- Vision and/or Mission Statement
- Goals and Objectives
- Performance Measures and Benchmarks
- Key External Factors

**Recommendations**  *(Action items require a resolution)*
For Board review and input. Staff will seek approval at the June board meeting.
The Idaho Transportation Department (ITD) has a vision of enhancing quality of life through transportation. We are committed to improving the quality of life of people in the communities we serve by delivering on our mission of Your Safety. Your Mobility. Your Economic Opportunity.

ITD is responsible for operating and maintaining more than 12,300 lane miles and 1,830 bridges; 2,523 miles of Idaho Byways and 32 state backcountry airstrips. The state highway system includes 34 rest areas and 12 ports of entry. The Division of Motor Vehicles registers more than two million vehicles and trailers and is responsible for the credentials of more than a million drivers.

Governor Brad Little’s Leading Idaho initiative is critical to ITD’s ongoing success: Much-needed funds are creating an immediate impact to address road safety and capacity. These strategic projects are also investing in the long-term infrastructure of our great state. In FY23, ITD delivered a record investment level of projects in record time.

As stewards to the public, ITD has a great responsibility to expend taxpayer dollars wisely for the betterment of our state.

Modernized transportation is safer for everyone and drives economic opportunity. ITD is committed to customer service and working with statewide partners to deliver on timely and meaningful transportation projects.

With so much changing around us, ITD will leverage our innovative spirit to advance services that benefit our customers.

As we prepare for the challenges that lie ahead of us, the key to our success will be continuing to focus on our strengths that make ITD a great organization. Therefore, ITD has implemented Five Focus Areas to drive our strategic goals and measured success.

**Invest with Purpose**
We will work toward modernizing the transportation system and services by investing with purpose the funds provided by Governor Little and the legislature to enhance the quality of life in Idaho. This is intended to keep us all keenly aware of our stewardship to the public especially at a time when investment in transportation has increased. As investment resources are made available, we are committed to deliver completed projects without delay for the fastest realization of public benefit.

**External Outreach**
We will continue to emphasize and be intentional in our public outreach, engagement, and customer service solutions at ITD and be a strong partner with the private sector, local agencies, law enforcement, and communities that rely upon us. Communities care a great deal about transportation decisions so we have magnified our efforts to include them in investment decisions.

**Ideal Workplace**
We are so fortunate to have a very talented and loyal workforce team. We will continually seek out ways to foster a rewarding employee experience by listening and engaging with one another and showing appreciation to our employees.
Innovation
Employee innovation helps us respond to changing demands in our work. ITD employees are very committed to this mission and are in a unique position to provide insightful change that brings great value. We will elevate innovators across the organization and leverage employee ideas to make ITD better every day.

Employee Safety
We are vigilant about employee safety. We will continue the important emphasis on employee safety because we want everyone to return home safely every day.

Vision
Enhancing Quality of Life Through Transportation

Mission

Goals & Objectives
The Idaho Transportation Department has set measurable objectives for each primary goal detailed below and further described in the “Measurement” section.

Provide the safest possible transportation system.
Reduce highway and aircraft fatality rates.

Provide a mobility-focused transportation system that drives economic opportunity.
Keep highways clear of snow and ice during winter storms.
Maintain pavement and bridges in good or fair condition.
Implement construction projects on time.

Continually improve the employee experience.
Minimize employee turnover rates.

Continually innovate business practices.
Save taxpayers’ money through employee-driven innovations.
Provide customers with 24/7, on-demand DMV services via Skip the Trip options.
ITD's dashboard of performance measures, benchmarks and objectives is available online. It can be found at: https://apps.itd.idaho.gov/apps/Dashboard

Committed to: Provide the safest possible transportation system and work environment.

We care about your safety because each person is a mother, father, son or daughter and even one fatality or serious injury is not acceptable.

A safe transportation system connects families and communities, enables a vibrant economy, and allows the movement of essential supplies and services.

Safety is essential to maintaining and enhancing Idaho's high quality of life.

Applicable major divisions: Highways and Bridges, Aeronautics

**Goal: Provide the safest possible transportation system.**

**Objective:** Reduce the fatality rate.

- **Achievement:** ITD recorded a 5-year fatality rate for CY18-22 of 1.27*.
- **Future Targets:** CY19-23 – 1.35, CY20-24 – 1.33, CY21-25 – 1.32

**How Target Was Chosen:** This represents federal standards for each state, and also adheres to ITD's own internal research.

*Estimate pending NHTSA data

**Why This Is Important**

Even one death on Idaho's highways is one death too many. Each death is a personal tragedy for the individual's family and friends, and has an enormous financial cost to the community. Every life counts.

**How We Measure It**

The measure is calculated by dividing the number of fatalities that occur over a five-year period by the number of vehicle miles traveled during that same five-year period. Estimates are provided due to data availability on National Highway Traffic Safety Administration (Fatality Analysis Reporting System) and Vehicle Miles Travel.

**What We're Doing About It**

The department advances programs to eliminate traffic deaths, serious injuries, and economic losses. These programs focus on engineering, education, enforcement and emergency response.

**Goal: Provide the safest possible transportation system.**

**Objective:** Reduce fatal aircraft accident rate.

- **Achievement:** state of Idaho, 5-year aircraft fatality accident rate for CY19-23 of 2.93*.
- **Future target:** CY20-24 - 2.10, CY21-25 - 2.00, CY22-26 – 1.95

How target was chosen: With the small number of fatal accidents annually in Idaho, these targets represent reductions in fatal accidents with projected increases in flight hours.

*Estimate pending NTSB and FAA data
Why This is Important
Even one death on any portion of Idaho’s transportation system is one death too many. Improving Idaho’s aviation safety minimizes tragedies families must endure, protects our natural resources with the state’s numerous backcountry airfields, and increases the state’s economic vitality.

How We Measure It
Idaho flight hours are measured based on the total amount of aviation gasoline sold in the state. The Division of Aeronautics then calculates the fatal aircraft accident rate per 100,000 flight hours based on the calculated hours flown and the number of fatal accidents. Data reflects a two-year delay based on National Transportation Safety Board and FAA investigation reporting timelines.

What We Are Doing About It
The Division of Aeronautics develops aviation safety measures and programs to reduce accidents and fatalities. These programs include pilot safety seminars, written and video standard operating procedures at popular, state-managed backcountry airfields and publishing the annual Idaho Aviation Accident Scorecard with accident analysis.

Committed to: Provide a mobility-focused transportation system that drives economic opportunity.

A mobility-focused transportation system sets the stage for a healthy economy that improves quality of life and prosperity for every citizen, as well as future generations.

Purposeful investments in transportation put people to work and facilitate strong communities that attract new business. This brings more jobs and ensures Idaho’s economy remains strong. An efficient transportation system helps business be more efficient and competitive in a time sensitive global market.

Applicable major division: Highways and Bridges

Goal: Provide a mobility-focused transportation system that drives economic opportunity.

Objective: Keep highways free of ice and snow at least 73% of the time during winter storms.

Achievement: FY24 (2023/2024 winter season), roads were kept clear 88% of the time during winter storms.

Future Targets: 73% Annually

How Target Was Chosen: 73% is above ITD initial target and represents performing to a high level of service.

Why This Is Important
Idaho travelers need safe and reliable highways during winter storms. Preventing the accumulation of snow and ice or quickly removing it from highways increases safety, mobility, and improves commerce.

How We Measure It
Idaho’s highways are broken down into hundreds of sections. Nearly half of these highway sections, including the most heavily traveled corridors, have automated roadway condition sensors and weather information stations where winter storms most affect travel -- high elevation summits, steep grades, bridge overpasses, etc. This measure tracks the percent of time those highway sections are kept clear of ice and snow during winter storms.
What We’re Doing About It
ITD is using this data from the automated roadway condition sensors and weather information stations to continuously improve the effectiveness of its winter maintenance efforts across the state. The department accomplishes this by customizing snowplowing practices and de-icing treatments along with strategic allocation of people and equipment.

Goal: Provide a mobility-focused transportation system that drives economic opportunity.
Objective: Maintain 80% of pavement and bridges on State Highways in good or fair condition.
   Pavement Achievement: FY24, 86% of pavements were in good or fair condition.
   Bridge Achievement: FY24, 81% of bridges were in good condition.
   Future Targets: Maintain at or above 80% Annually

How Target Was Chosen: This target is the result of ITD research.

Why This Is Important
Pavement condition has an impact on the operating costs and safety of passenger and commercial vehicles. Regularly scheduled preventive maintenance, preservation and reconstruction treatments extend the useful life of pavements.

Ensuring that Idaho's bridges are in good condition protects transportation investments and lowers repair costs. It also helps maintain connectivity and commerce, which depends on the carrying capacity and reliability of roads and bridges.

How We Measure It
Pavement roughness and rutting are measured by driving a specially equipped rating van over the entire State Highway System during spring and summer. Cracking is measured in the summer and fall by a visual inspection and digital video recordings. Data and visual surface inspections are then used to rate percentages of pavement in good or fair condition each year.

The bridge measurement is the ratio of deck area (or plan dimension) of bridges in good condition to the deck area of the entire inventory of state bridges stated as a percentage.

What We’re Doing About It
Additional planned revenues are allowing ITD to invest in critical projects and address the backlog of aging pavements and bridges. While our current measure is above our goal, our customer feedback and our prediction models confirm that additional attention is needed.

Goal: Provide a mobility-focused transportation system that drives economic opportunity.
Objective: Deliver projects scheduled for construction in any given year designed and ready to bid on or ahead of schedule.
   Achievement: In FFY24, ITD had 100% of programmed projects designed and ready to bid before the beginning of FY24.
   Future Targets: 100% Ready to Bid Annually

How Target Was Chosen: This represents the best possible outcome.

Why This Is Important
Completing highway infrastructure projects on time for Idaho's state highway system is an important aspect of credibility and customer service. Getting projects ready to bid involves planning, designing, environmental documentation, permitting, and right-of-way acquisition. Stakeholders depend on the department to deliver projects in the year they are scheduled in the Idaho Transportation Investment Program (ITIP). Projects for which designs are completed on time cost less and provide ITD and the construction industry adequate lead times. This allows flexibility to plan and schedule resources for the construction phases of the projects and to advance projects when resources allow.
How We Measure It
ITD monitors the dates when highway infrastructure projects are ready to bid. This includes highway paving, guardrails, traffic signals, signs, bridge repair, and more. ITD measures the percent of projects ready to bid at the beginning of the respective federal fiscal year.

What We’re Doing About It
The Highway Leadership Team reviews the delivery status of the next year’s projects monthly and provides assistance and commits additional resources as needed. Each infrastructure project in the Idaho Transportation Investment Program (ITIP) is assigned a Project Manager who is responsible for coordinating the work on the project and setting and keeping the project schedule while maintaining the project scope and budget. Each project has a completed charter before entering the ITIP which includes an approved scope, schedule and budget. A Program Management Office (PMO) has been created to provide training and assistance in project delivery including scheduling and estimating. Private engineering teams have been contracted to supplement engineering capacity.

Committed to: Continually improve the employee experience

Creating an ideal experience for employees, where they are engaged in meaningful work with opportunities for development and growth, drives better results with increased customer satisfaction.

Employees thrive in an environment where their innovation and contributions matter.

Employees are essential to delivering transportation systems and services, so attracting and retaining quality employees is critical to our success.

Applicable major division: All Divisions

Goal: Continually improve the employee experience.
Objective: Hold employee turnover rate to 10.8%
   Achievement: FY23 turnover rate of 17%.
   Future Targets: 10.8% Annually

How Target Was Chosen: Historical performance.

Why This Is Important
Employees are the driving force of our agency. Retaining employees minimizes cost invested in time and dollars spent onboarding and training. Experienced and qualified staff are essential to providing quality oversight and financial integrity. Ultimately, it affords us the ability to provide essential services and deliver projects that benefit Idahoans.

How We Measure It
Turnover percentage rates are calculated comparing data from the number of employees at the beginning and end of a fiscal year to total employee separations.

What We’re Doing About It
We are committed to creating an Ideal Workplace where employees are engaged in their work and provided opportunities for development and growth. This drives better results and services for the public and increases customer satisfaction. ITD is taking deliberate steps for increased engagement of all managers and supervisors with a focus on employee engagement, meaningful employee experiences, with recognition and appreciation.
Committed to: Continually innovate business practices

Adapting to growth and change is essential to meeting customer expectations. Innovation provides freedom and motivation for employees to try new things and helps ITD to make the best use of our resources.

Saving time and money allows us to stretch resources further, making us a more efficient agency. An innovative culture keeps ITD focused on the future.

Applicable major division: Administration

Goal: Continually innovate business practices.

Objective: Save taxpayer’s money through employee-driven innovation.

Achievement: In FY24, saved (as of April 2024) $8.5 million in time and money.

Future Targets: Annual Savings $3.4 million

How Target Was Chosen: Historical performance of employee-driven innovative efforts.

Why This Is Important
Measuring the results of employee-driven innovation shows how savings from these efforts may be directed back to ITD priorities and put to work on as many transportation services as possible. In many cases the innovative savings are for the citizen such as in reduced DMV fees.

How We Measure It
Employees calculate the dollars saved from their efforts as well as their time based on simple estimates. Time is converted into dollars at the flat average rate of $30 per hour of time.

What We’re Doing About It
Innovate ITD! is an employee-driven program. Since 2014, ITD employees have generated 1,507 innovative ideas that save time, money and improve the ITD customer’s experience, whether it is a DMV service or traveling the state. ITD has a senior leadership team (20 senior leaders) that steers this effort supported by leaders and employees across the state that inspire and motivate employees to create efficiencies and customer service improvements.

Applicable major division: Motor Vehicles

Goal: Continually innovate business practices.

Objective: Provide customers with 24/7, on-demand DMV services via Skip the Trip modes

Achievement: FY24, processed 1,550,000 (as of April 2024) via Skip the Trip.

Future Targets: FY25 – 1,615,000, FY26 – 1,680,000, and FY27 – 1,750,000

How Target Was Chosen: Historical performance combined with projections and planned enhancements.

Why This Is Important
The public is asking to interact with the DMV in a variety of different ways outside the traditional brick and mortar DMV office. Online, QR Codes, mail or through their Auto Dealers or Financial Institution are a few examples. These services minimize staffing requirements and eliminate the need for motorists to travel and wait in line. It allows them to Skip the Trip. This is also saving citizens in cost by elimination of some fees.
How We Measure It
This measurement of online transactions quantifies the centralized auto and personal credentialing work done by ITD staff including the number of Online, QR Codes, and Renew-By-Mail transactions. Additionally, it includes auto credential transactions processed by Authorized Providers such as Auto Dealers and Financial Institutions.

What We’re Doing About It
ITD is committed to expanding the ability of customers to obtain registrations, licenses and permits through the channels the public interacts with that allows them to Skip the Trip to a county office. We will continue to focus on getting the word out for these options through targeted communications as additional features are added.

Key External Factors

Growth
Idaho’s population growth in the recent past and continued growth today puts more drivers on the highways. Although growth has slowed a bit from the skyrocketing pace of the last few years, Idaho remains one of the fastest-growing states in the nation. With such growth comes expectations of improved transportation services and system capabilities that match safety and capacity expectations on our state transportation network. ITD’s operations span the state and require a significant volume of facilities of various types to complete our mission. Facilities, equipment and modern resources allow our employees to be most efficient as we deliver our essential services to the traveling public.

Facility Needs
ITD’s operations span the state and require a significant volume of facilities of various types to complete our mission. Facilities, equipment and modern resources allow our employees to be most efficient as we deliver our essential services to the traveling public.

Due to significant flooding at the headquarters building on State Street in early 2022, employees have temporarily relocated to the Chinden Campus, Building 8. The Legislature allocated $15 million to address deferred operational building projects around the state. ITD needs to complete the planning, remodeling, and relocation to the future Headquarters site.

Employee Recruitment and Retention
Employee recruitment and retention is a risk to ITD’s ability to deliver on its mission. External factors include the lack of competitive pay, workforce shortages and increased project demands. The dramatic increase in total turnover in the last two years is straining our experience levels during high demand.

Significant increases in the federal and state funding have presented new challenges in our ability to sustain adequate levels in customer service expectations, project delivery readiness, core capabilities and efficiency. We are also seeing how high growth in traffic has increased work zone complexity, demands on maintenance that are exceeding capacity, and having to manage unprecedented consultant outsourcing. Today, with increased funding, workload changes and challenges, and heavy demands on the system, ITD is reevaluating its workforce strategy.
Meeting Date  May 16, 2024

No Presentation:  Consent Item ☐  Informational Calendar Item ☒
Presentation:  Informational ☐  Action with Resolution ☐  Time Needed: ________

<table>
<thead>
<tr>
<th>Presenter's Name</th>
<th>Presenter's Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Colleen Wonacott</td>
<td>Program Control Manager, PMO</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Preparer's Name</th>
<th>Preparer's Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Colleen Wonacott</td>
<td>Program Control Manager, PMO</td>
</tr>
</tbody>
</table>

Subject
Monthly Reporting of Federal Formula Program Funding Through May 1, 2024.

<table>
<thead>
<tr>
<th>Key Number</th>
<th>District</th>
<th>Route Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
</tr>
</tbody>
</table>

Background Information
Idaho has received obligation authority through 9/30/24.

Obligation authority through September 30 is $421.3 million. This includes $33.4 million of Highway Infrastructure General Funds carried over from FY21 through FY23, and $45 million IIJA Bridge formula (General Fund) funds. These General Funds are also included in the apportionments detailed below.

The Infrastructure Investment and Jobs Act (IIJA) was signed on November 15, 2021. Additional apportionments were allocated via the Appropriations Act. Idaho received apportionments of $477.3 million. FY24 obligation authority through 9/30/24 is 88.3% of apportionments.

<table>
<thead>
<tr>
<th>Exhibit 1: Formula Funding for FY2024</th>
</tr>
</thead>
<tbody>
<tr>
<td>IIJA FY2024</td>
</tr>
<tr>
<td><strong>Apportionments + COVID + Hwy Infra.</strong></td>
</tr>
<tr>
<td>Federal Aid Only</td>
</tr>
<tr>
<td>Including Match</td>
</tr>
<tr>
<td><strong>Obligation Limits through 9/30/2024</strong></td>
</tr>
<tr>
<td>Federal Aid Only</td>
</tr>
<tr>
<td>Including Match</td>
</tr>
</tbody>
</table>

Notes:  1. All dollars in Thousands
        2. ‘Approved Program’ amounts from March 2024 Highway Funding Plan.
        3. Apportionment and Obligation Authority amounts reflect available funds via federal notices received through 5/1/24.

Exhibit 2:
### Allotments of Available Formula Funding w/Match and Amount Remaining

<table>
<thead>
<tr>
<th>Program</th>
<th>Allotted Program Funding through 9/30/24</th>
<th>Program Funding Remaining as of 5/1/24</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Other SHS Programs</td>
<td>$289,090</td>
<td>$84,084</td>
</tr>
<tr>
<td>GARVEE Formula Debt Service*</td>
<td>$63,316</td>
<td>$50,876</td>
</tr>
<tr>
<td>State Planning and Research*</td>
<td>$9,248</td>
<td>$565</td>
</tr>
<tr>
<td>Metropolitan Planning*</td>
<td>$2,408</td>
<td>$853</td>
</tr>
<tr>
<td>Freight</td>
<td>$7,271</td>
<td>$6,213</td>
</tr>
<tr>
<td>Railroad Crossings</td>
<td>$1,487</td>
<td>$1,188</td>
</tr>
<tr>
<td>Recreational Trails</td>
<td>$1,135</td>
<td>$1,135</td>
</tr>
<tr>
<td>STBG - Transportation Mgt. Area</td>
<td>$11,072</td>
<td>$11,277</td>
</tr>
<tr>
<td>Transportation Alternatives (TMA)*</td>
<td>$1,190</td>
<td>$655</td>
</tr>
<tr>
<td>Carbon - TMA</td>
<td>$2,479</td>
<td>$2,479</td>
</tr>
<tr>
<td>STBG - Local Large Urban</td>
<td>$8,300</td>
<td>$7,876</td>
</tr>
<tr>
<td>Carbon - Large Urban</td>
<td>$1,864</td>
<td>$1,533</td>
</tr>
<tr>
<td>STBG - Local Small Urban</td>
<td>$3,469</td>
<td>($467)</td>
</tr>
<tr>
<td>STBG – Local Rural</td>
<td>$12,353</td>
<td>$5,166</td>
</tr>
<tr>
<td>Transportation Alternatives (Urban/Rural)*</td>
<td>$7,374</td>
<td>$4,640</td>
</tr>
<tr>
<td>Local Bridge*</td>
<td>$10,894</td>
<td>$8,217</td>
</tr>
<tr>
<td>Off System Bridge*</td>
<td>$6,750</td>
<td>$7,483</td>
</tr>
<tr>
<td>Local Safety</td>
<td>$7,599</td>
<td>$5,336</td>
</tr>
<tr>
<td>NEVI (Electric Vehicles)*</td>
<td>$20,453</td>
<td>$20,453</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$467,752</strong></td>
<td><strong>$219,563</strong></td>
</tr>
</tbody>
</table>

**Notes:**

1. All dollars in Thousands.
2. Allotments based on the March 2024 Highway Funding Plan.
3. Funding amounts include match and reflect total formula funding available.
4. Data reflects both obligation and de-obligation activity through May 1st.
   * These programs are provided 100% Obligation Authority. Other programs are reduced accordingly.

### Recommendations (Action items require a resolution)

For Information
Meeting Date  May 16, 2024

No Presentation:  Consent Item ☐  Informational Calendar Item ☐

Presentation:  Informational ☐  Action with Resolution ☒  Time Needed:  15 min

<table>
<thead>
<tr>
<th>Presenter's Name</th>
<th>Presenter's Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dan McElhinney, Jesse Barrus</td>
<td>CD/COO, District 4 Engineer</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Preparer's Name</th>
<th>Preparer's Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jesse Barrus</td>
<td>District 4 Engineer</td>
</tr>
</tbody>
</table>

Subject

US-93 Traffic and 3rd Snake River Bridge Crossing

Key Number  District  Route Number

Background Information

This item is in conjunction with the recent Board Subcommittee on State Highway System Adjustments held on April 25, 2024. During the study to-date, the partnership with the Third River Bridge Joint Powers Board, the City of Twin Falls, Jerome County, and Twin Falls County has greatly supported the public outreach and the feasibility study, which included evaluation of traffic forecasts, trip origin/destination, bridge location alternatives, bridge types, and intersection reviews on US-93 and surrounding regional highways.

This item is to request the Transportation Board’s approval to use the feasibility study information and invest in three proposed needs:

1- An intersection analysis and value engineering study and preliminary design for US-93, Blue Lakes Boulevard and Pole Line Road, that will result in a future project to improve traffic flow. This is estimated to cost approximately $1 million.

2- Invest in a bridge and roadway project on the existing SH-50 alignment for five miles of roadway widening within the state right of way and widening or replacing the Hansen Bridge over the Snake River. The initial request is $2 million.

3- Launch the NEPA process for a new Snake River Crossing that will utilize the recent feasibility study information and coordinate with the new Magic Valley MPO to consider options for an additional downstream bridge crossing potentially extending SH-25 or SH-79, or widening US-30 or SH-46. The cost estimate is $6 million to begin this process.

There is currently $2.7 million remaining in the budget from the initial investment in the Snake River Crossing study in 2021. There is $4 million FY24 Planning/Studies money remaining that can be allocated to these efforts, and an additional $2.3 million available in FY25 Planning/Studies money to support these efforts.

A presentation with the feasibility study results and proposals will be provided for consideration.

Recommendations  (Action items require a resolution)

Approve attached resolution to invest in the three proposals and allocate an additional $6.3 million to the $2.7 million in remaining funds from the study for a total of $9 million to fund these proposals. Resolution on page 60.
RESOLUTION

WHEREAS, the Idaho Transportation Board supports the ITD mission of safety, mobility, and economic opportunity; and

WHEREAS, ITD District 4 has studied the regional traffic impacts and feasibility of a new Snake River Crossing in the Twin Falls area; and

WHEREAS, there is stakeholder and public support for a new Snake River Bridge Crossing west of Twin Falls as well as support for improvements to Blue Lakes Boulevard and Pole Line Road and improvements for SH-50 including Hansen Bridge; and

WHEREAS, ITD District 4 has received a recommendation from the Board’s Subcommittee on State Highway System Adjustments to bring this to the Idaho Transportation Board.

NOW THEREFORE BE IT RESOLVED, that the Idaho Transportation Board approves District 4 to invest in three projects including: 1) an intersection analysis and value engineering design for US-93, Blue Lakes Boulevard and Pole Line Road, that will result in a future project to improve traffic flow; 2) a bridge and roadway project for Hansen Bridge and SH-50 for five miles to widen the roadway within state right of way and widen or replace the Hansen Bridge over the Snake River; and 3) launch the NEPA process for a new Snake River Crossing that will utilize the recent feasibility study information and coordinate with the new Magic Valley MPO to consider options for an additional downstream bridge crossing potentially extending SH-25 or SH-79, or widening US-30 or SH-46.

BE IT FURTHERED RESOLVED, that the Idaho Transportation Board approves the department to allocate an additional $6.3 million to the $2.7 million remaining funds from the feasibility study for this work for a total of $9 million. New funding allocation will be $4 million from FY24 Planning/Scoping funds and $2.3 million from FY25 Planning/Scoping funds, and will be programmed utilizing the existing key number and two new key numbers in the FY24-30 ITIP.
Meeting Date  May 16, 2024

No Presentation:  Consent Item ☐  Informational Calendar Item ☐

Presentation:  Informational ☒  Action with Resolution ☐  Time Needed:  10 min

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<tr>
<th>Presenter's Name</th>
<th>Presenter's Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dave Tolman</td>
<td>Chief Administrative Officer</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Preparer's Name</th>
<th>Preparer's Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Justin Collins</td>
<td>Controller</td>
</tr>
</tbody>
</table>

Subject
State Fiscal Year 2024 Financial Statements

Key Number

District   Route Number

Background Information

July 01, 2023 thru March 31, 2024, Fiscal Year 2024 Financial Statements

The financial operations of the Department as of March 31, 2024, nine months through this fiscal year.

- Revenues to the State Highway Account from all state sources as shown on the financial statements are ahead of forecast by 3.8% (this includes Misc. Revenues and Equipment Buy Back). Revenues in the Highway Distribution Account, Fuels/Registration Direct, and Ethanol are also ahead of forecast (2.5%).
- State revenues to the State Aeronautics Fund are currently below forecast by -2.3% or $-54.1K. The revenue for both the State Highway Account, and the State Aeronautics Fund will continue to be monitored closely.
- Expenditures are within planned budgets YTD. The differences after nine months are timing between planned and actual expenditures plus encumbrances. Personnel costs have savings of $4.4M or 3.9% is due to vacancies and timing between a position becoming vacant and filled. Management is working diligently to keep vacancies as low as possible.
- Contract construction cash expenditures in the State Highway Account for July - March of this fiscal year are $463.3M. Compared to the last three fiscal years through the first nine months of the year:
  - FY23= $329.8M
  - FY22= $298.4M
  - FY21= $323.3M

It is important to note that contract construction projects are funded from a total of five different funds. The State Highway Account, Strategic Initiatives Program Fund, Transportation Expansion and Congestion Mitigation Fund (TECM), TECM Bond Proceeds and GARVEE Bond Proceeds. The total construction expenditures for the first nine months from these funding sources was $771.5M or $207.6M higher than the highest point of the previous three years.
  - FY23= $563.9M
  - FY22= $397.9M
  - FY21= $397.8M

The balance of the long-term investments as of the end of March is $182.4M. These funds are obligated against both construction projects and encumbrances. The long-term investments plus the cash balance ($103.1M) totals $285.5M.

Expenditures in the Strategic Initiatives Program Fund (GF Surplus), for the first nine months, are $94.0M. This is the fund where the Governor’s “Leading Idaho” transfer of $181.7M completed in July was deposited. There are no additional receipts other than interest earned to date of $1.0M based on the cash balance.
Deposits into the Transportation Expansion and Congestion Mitigation Fund of $80.0M is the first nine months of the sales tax of 4.5%. Additionally, we have started to receive Cigarette Tax revenue into this fund. Currently ITD has received $1.1M from this unanticipated revenue. Initial receipts into this fund for FY24 of $37.3M is committed to debt service on the TECM Bonds. Expenditures in this fund for construction expenses on projects were $22.0M.

As part of the CARES Act in 2020, ITD received a federal grant from the Federal Transit Administration of $27.3M. The first three years of expenditures for this was $14.3M. The expenses during the first nine of FY24 was $3.2M, for a total expenditure of $17.5M since the beginning of the grant.

Expenditures from the two active bond programs were $170.8M for the TECM Capital Projects fund and $28.1M for the GARVEE Capital Projects fund. Both programs are very active and advancing as planned.

Recommendations  *(Action items require a resolution)*

For Information.
## Idaho Transportation Department

### SUMMARY OF RECEIPTS AND DISBURSEMENTS

**STATE HIGHWAY ACCOUNT AND STATE AERONAUTICS FUND**

**BUDGET TO ACTUAL**

**FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDING 3/31/2024**

(all amounts in '000)

<table>
<thead>
<tr>
<th>Funds Received</th>
<th>FY23 Actual YTD</th>
<th>FY24 Actual YTD</th>
<th>FY24 Forecast YTD</th>
<th>FY24 to FY23 Actual</th>
<th>FY24 to Forecast</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>State Highway Account</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Federal Reimbursements</td>
<td>254,734</td>
<td>377,286</td>
<td>241,327</td>
<td>48.1%</td>
<td>56.3%</td>
</tr>
<tr>
<td>State (Inc. H.D.A.)</td>
<td>288,224</td>
<td>298,021</td>
<td>287,188</td>
<td>3.4%</td>
<td>3.8%</td>
</tr>
<tr>
<td>Local</td>
<td>4,683</td>
<td>8,743</td>
<td>6,406</td>
<td>86.7%</td>
<td>36.5%</td>
</tr>
<tr>
<td><strong>Total State Highway Account:</strong></td>
<td>547,640</td>
<td>684,049</td>
<td>534,922</td>
<td>24.9%</td>
<td>27.9%</td>
</tr>
<tr>
<td><strong>State Aeronautics Fund</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Federal Reimbursements</td>
<td>166</td>
<td>194</td>
<td>244</td>
<td>16.4%</td>
<td>-20.6%</td>
</tr>
<tr>
<td>State</td>
<td>3,306</td>
<td>3,101</td>
<td>2,818</td>
<td>-6.2%</td>
<td>10.0%</td>
</tr>
<tr>
<td><strong>Total State Aeronautics Fund:</strong></td>
<td>3,472</td>
<td>3,295</td>
<td>3,062</td>
<td>-5.1%</td>
<td>7.6%</td>
</tr>
<tr>
<td><strong>Total Fund Received:</strong></td>
<td>551,112</td>
<td>687,344</td>
<td>537,984</td>
<td>24.7%</td>
<td>27.8%</td>
</tr>
</tbody>
</table>

### Disbursements (includes Encumbrances)

<table>
<thead>
<tr>
<th>Disbursements</th>
<th>FY23 Actual YTD</th>
<th>FY24 Actual YTD</th>
<th>FY24 Budget YTD</th>
<th>FY24 to FY23 Actual</th>
<th>FY 24 to Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Construction Payouts</td>
<td>331,167</td>
<td>466,379</td>
<td>320,896</td>
<td>40.8%</td>
<td>45.3%</td>
</tr>
</tbody>
</table>

### Operations Expenses

<table>
<thead>
<tr>
<th>Category</th>
<th>FY23 Actual YTD</th>
<th>FY24 Actual YTD</th>
<th>FY24 Budget YTD</th>
<th>FY24 to FY23 Actual</th>
<th>FY 24 to Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Highways</td>
<td>165,743</td>
<td>194,252</td>
<td>216,902</td>
<td>17.2%</td>
<td>-10.4%</td>
</tr>
<tr>
<td>DMV</td>
<td>24,121</td>
<td>21,825</td>
<td>31,503</td>
<td>-9.5%</td>
<td>-30.7%</td>
</tr>
<tr>
<td>Administration</td>
<td>21,920</td>
<td>21,172</td>
<td>24,223</td>
<td>-3.4%</td>
<td>-12.6%</td>
</tr>
<tr>
<td>Facilities</td>
<td>12,188</td>
<td>31,320</td>
<td>38,345</td>
<td>157.0%</td>
<td>-18.3%</td>
</tr>
<tr>
<td>Aeronautics</td>
<td>7,962</td>
<td>5,958</td>
<td>5,280</td>
<td>-25.2%</td>
<td>12.8%</td>
</tr>
<tr>
<td><strong>Total Operations Expenses:</strong></td>
<td>231,934</td>
<td>274,527</td>
<td>316,254</td>
<td>18.4%</td>
<td>-13.2%</td>
</tr>
</tbody>
</table>

### Transfers

<table>
<thead>
<tr>
<th>Category</th>
<th>FY23 Actual YTD</th>
<th>FY24 Actual YTD</th>
<th>FY24 Budget YTD</th>
<th>FY24 to FY23 Actual</th>
<th>FY 24 to Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Debt Service</td>
<td>12,653</td>
<td>11,527</td>
<td>11,482</td>
<td>-8.9%</td>
<td>0.4%</td>
</tr>
<tr>
<td><strong>Total Transfers:</strong></td>
<td>12,653</td>
<td>11,527</td>
<td>11,482</td>
<td>-8.9%</td>
<td>0.4%</td>
</tr>
</tbody>
</table>

**Total Disbursements:**

<table>
<thead>
<tr>
<th></th>
<th>FY23 Actual YTD</th>
<th>FY24 Actual YTD</th>
<th>FY24 Budget YTD</th>
<th>FY24 to FY23 Actual</th>
<th>FY 24 to Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>575,754</td>
<td>752,432</td>
<td>648,633</td>
<td>30.7%</td>
<td>16.0%</td>
</tr>
</tbody>
</table>

### Expenditures by Type

<table>
<thead>
<tr>
<th>Category</th>
<th>FY23 Actual YTD</th>
<th>FY24 Actual YTD</th>
<th>FY24 Budget YTD</th>
<th>FY24 to FY23 Actual</th>
<th>FY 24 to Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personnel</td>
<td>105,315</td>
<td>106,850</td>
<td>111,225</td>
<td>1.5%</td>
<td>-3.9%</td>
</tr>
<tr>
<td>Operating</td>
<td>70,990</td>
<td>75,196</td>
<td>93,444</td>
<td>5.9%</td>
<td>-19.5%</td>
</tr>
<tr>
<td>Capital Outlay</td>
<td>39,548</td>
<td>69,061</td>
<td>90,097</td>
<td>74.6%</td>
<td>-23.3%</td>
</tr>
<tr>
<td>Sub-Grantee</td>
<td>16,081</td>
<td>23,419</td>
<td>21,487</td>
<td>45.6%</td>
<td>9.0%</td>
</tr>
<tr>
<td><strong>Totals Operations Expenses:</strong></td>
<td>231,934</td>
<td>274,527</td>
<td>316,254</td>
<td>18.4%</td>
<td>-13.2%</td>
</tr>
<tr>
<td>Contract Construction</td>
<td>331,167</td>
<td>466,379</td>
<td>320,896</td>
<td>40.8%</td>
<td>45.3%</td>
</tr>
<tr>
<td><strong>Totals (excluding Transfers):</strong></td>
<td>563,101</td>
<td>740,905</td>
<td>637,151</td>
<td>31.6%</td>
<td>16.3%</td>
</tr>
</tbody>
</table>
## State Highway Fund 0260

**Fiscal Year 2024**

**State Revenue Source Forecast vs Actual**

March - For Period Ending 3/31/2024

<table>
<thead>
<tr>
<th>Month</th>
<th>FY22 Actual Revenue</th>
<th>FY23 Actual Revenue</th>
<th>FY24 Current</th>
<th>FY24 Forecast</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jul</td>
<td>29.335</td>
<td>29.119</td>
<td>33.121</td>
<td>31.400</td>
</tr>
<tr>
<td>Aug</td>
<td>61.151</td>
<td>52.218</td>
<td>55.489</td>
<td>62.370</td>
</tr>
<tr>
<td>Sep</td>
<td>97.126</td>
<td>92.439</td>
<td>99.979</td>
<td>94.280</td>
</tr>
<tr>
<td>Oct</td>
<td>124.843</td>
<td>125.473</td>
<td>136.010</td>
<td>127.149</td>
</tr>
<tr>
<td>Nov</td>
<td>156.087</td>
<td>156.752</td>
<td>168.351</td>
<td>160.717</td>
</tr>
<tr>
<td>Dec</td>
<td>188.317</td>
<td>192.821</td>
<td>206.261</td>
<td>193.689</td>
</tr>
<tr>
<td>Jan</td>
<td>222.664</td>
<td>224.482</td>
<td>238.789</td>
<td>227.574</td>
</tr>
<tr>
<td>Feb</td>
<td>249.988</td>
<td>253.687</td>
<td>269.104</td>
<td>258.403</td>
</tr>
<tr>
<td>Mar</td>
<td>278.673</td>
<td>288.224</td>
<td>307.797</td>
<td>287.188</td>
</tr>
<tr>
<td>Apr</td>
<td>307.797</td>
<td>312.870</td>
<td>345.339</td>
<td>316.145</td>
</tr>
<tr>
<td>May</td>
<td>345.339</td>
<td>340.304</td>
<td>373.643</td>
<td>354.237</td>
</tr>
<tr>
<td>Jun</td>
<td>373.643</td>
<td>383.254</td>
<td>384.958</td>
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</table>

Includes Equipment Buy Back Program

Misc. Revenue (RTA $212,918.98) and Transfers - In
# State Highway Fund 0260

**Fiscal Year 2024 Expenditures**

**March - For Period Ending 3/31/2024**

<table>
<thead>
<tr>
<th>Month</th>
<th>FY22 Actual Expenditures</th>
<th>FY23 Actual Expenditures</th>
<th>FY24 Current</th>
<th>FY24 Forecast</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jul</td>
<td>75.916</td>
<td>69.026</td>
<td>130.751</td>
<td>107.134</td>
</tr>
<tr>
<td>Aug</td>
<td>154.865</td>
<td>145.039</td>
<td>227.956</td>
<td>202.954</td>
</tr>
<tr>
<td>Sep</td>
<td>219.859</td>
<td>226.813</td>
<td>323.812</td>
<td>281.754</td>
</tr>
<tr>
<td>Oct</td>
<td>286.037</td>
<td>308.949</td>
<td>417.511</td>
<td>353.961</td>
</tr>
<tr>
<td>Nov</td>
<td>343.275</td>
<td>362.081</td>
<td>490.195</td>
<td>408.910</td>
</tr>
<tr>
<td>Dec</td>
<td>386.479</td>
<td>423.906</td>
<td>577.534</td>
<td>481.191</td>
</tr>
<tr>
<td>Jan</td>
<td>427.652</td>
<td>469.162</td>
<td>635.113</td>
<td>530.884</td>
</tr>
<tr>
<td>Feb</td>
<td>460.866</td>
<td>513.431</td>
<td>678.030</td>
<td>576.665</td>
</tr>
<tr>
<td>Mar</td>
<td>501.191</td>
<td>555.148</td>
<td>734.952</td>
<td>632.101</td>
</tr>
<tr>
<td>Apr</td>
<td>541.203</td>
<td>601.080</td>
<td></td>
<td>675.494</td>
</tr>
<tr>
<td>May</td>
<td>584.948</td>
<td>665.397</td>
<td></td>
<td>724.275</td>
</tr>
<tr>
<td>Jun</td>
<td>643.081</td>
<td>723.804</td>
<td></td>
<td>999.791</td>
</tr>
</tbody>
</table>

- FY22 Actual Expenditures
- FY23 Actual Expenditures
- FY24 Current
- FY24 Forecast

**Current** = Actual Payments and Encumbrances
Aeronautics Fund 0221
Fiscal Year 2024
State and Interagency Revenue Sources Forecast vs Actual
March - For Period Ending 3/31/2024

Includes Misc. Revenue and Transfers - In

Misc. Revenue (RTA $0) and Transfers - In
Aeronautics Fund 0221
Fiscal Year 2024
Expenditures
March - For Period Ending 3/31/2024

<table>
<thead>
<tr>
<th>Month</th>
<th>FY22 Actual Expenditures</th>
<th>FY23 Actual Expenditures</th>
<th>FY24 Current</th>
<th>FY24 Forecast</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jul</td>
<td>0.198</td>
<td>0.712</td>
<td>0.483</td>
<td>0.622</td>
</tr>
<tr>
<td>Aug</td>
<td>0.461</td>
<td>1.368</td>
<td>1.310</td>
<td>1.101</td>
</tr>
<tr>
<td>Sep</td>
<td>0.932</td>
<td>3.301</td>
<td>2.117</td>
<td>2.713</td>
</tr>
<tr>
<td>Oct</td>
<td>1.163</td>
<td>3.509</td>
<td>2.606</td>
<td>3.080</td>
</tr>
<tr>
<td>Nov</td>
<td>1.438</td>
<td>5.586</td>
<td>3.268</td>
<td>3.462</td>
</tr>
<tr>
<td>Dec</td>
<td>1.633</td>
<td>6.132</td>
<td>4.454</td>
<td>3.866</td>
</tr>
<tr>
<td>Jan</td>
<td>1.810</td>
<td>7.107</td>
<td>5.265</td>
<td>4.258</td>
</tr>
<tr>
<td>Feb</td>
<td>1.990</td>
<td>7.669</td>
<td>5.684</td>
<td>4.639</td>
</tr>
<tr>
<td>Mar</td>
<td>2.129</td>
<td>7.953</td>
<td>5.954</td>
<td>5.049</td>
</tr>
<tr>
<td>Apr</td>
<td>2.353</td>
<td>8.639</td>
<td></td>
<td>5.359</td>
</tr>
<tr>
<td>May</td>
<td>2.532</td>
<td>9.514</td>
<td></td>
<td>5.724</td>
</tr>
<tr>
<td>Jun</td>
<td>2.679</td>
<td>10.121</td>
<td></td>
<td>42.543</td>
</tr>
</tbody>
</table>

Current = Actual Payments and Encumbrances
### Idaho Transportation Department

**OPERATING FUND BALANCE SHEET**

**FOR THE PERIOD ENDED 3/31/2024**

<table>
<thead>
<tr>
<th></th>
<th>State Aeronautics Fund 0221</th>
<th>State Highway Fund 0260</th>
<th>Transportation Expansion and Congestion Mitigation Fund 0269</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Feb-24</td>
<td>Mar-24</td>
<td>Feb-24</td>
</tr>
<tr>
<td><strong>ASSETS</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash on Hand (Change Fund)</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Cash in Bank (Daily Operations)</td>
<td>39,896,160</td>
<td>39,909,383</td>
<td>104,708,842</td>
</tr>
<tr>
<td>Investments (Long Term: STO - Diversified Bond Fund)</td>
<td>1,976,886</td>
<td>1,982,213</td>
<td>181,890,811</td>
</tr>
<tr>
<td>Total Cash &amp; Investments</td>
<td>41,873,046</td>
<td>41,891,595</td>
<td>286,604,504</td>
</tr>
<tr>
<td>Receivables - Other</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Due From Locals (Project Overruns)</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>- Inter Agency</td>
<td>136,137</td>
<td>43,368</td>
<td>26,240</td>
</tr>
<tr>
<td>Total Receivables</td>
<td>136,137</td>
<td>43,368</td>
<td>1,712,092</td>
</tr>
<tr>
<td>Inventory on Hand</td>
<td>0</td>
<td>0</td>
<td>24,084,086</td>
</tr>
<tr>
<td><strong>Total Assets:</strong></td>
<td>42,009,183</td>
<td>41,934,963</td>
<td>312,400,683</td>
</tr>
</tbody>
</table>

|                        |                             |                          |                                                           |
| **LIABILITIES**        |                              |                          |                                                           |
| Vouchers Payable       | 0                            | 0                        | (735)                                                     |
| Sales Tax Payable      | 0                            | 0                        | 12,226                                                    |
| Deferred Revenue (Local Projects Match) | 0                            | 0                        | 30,428,133                                               |
| Accounts Receivable Overpayment | 0                            | 0                        | 30,557,505                                               |
| Contractor Retained % (In Lieu Of Performance Bond) | 0                            | 0                        | 111,872                                                   |
| **Total Liabilities:** | 0                            | 0                        | 30,551,495                                               |

<table>
<thead>
<tr>
<th></th>
<th>State Aeronautics Fund 0221</th>
<th>State Highway Fund 0260</th>
<th>Transportation Expansion and Congestion Mitigation Fund 0269</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>FUND BALANCE</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Reserve for Encumbrance</td>
<td>355,131</td>
<td>333,341</td>
<td>66,509,538</td>
</tr>
<tr>
<td>Fund Balance</td>
<td>41,654,052</td>
<td>41,601,622</td>
<td>215,339,650</td>
</tr>
<tr>
<td><strong>Total Fund Balance:</strong></td>
<td>42,009,183</td>
<td>41,934,963</td>
<td>281,849,187</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>State Aeronautics Fund 0221</th>
<th>State Highway Fund 0260</th>
<th>Transportation Expansion and Congestion Mitigation Fund 0269</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total Liabilities and Fund Balance</strong></td>
<td>42,009,183</td>
<td>41,934,963</td>
<td>312,400,683</td>
</tr>
</tbody>
</table>
# Idaho Transportation Department

**OPERATING FUND BALANCE SHEET**

**FOR THE PERIOD ENDED 3/31/2024**

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash on Hand (Change Fund)</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Investments (Long Term: STO - Diversified Bond Fund)</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Receivables - Other</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>- Due From Locals (Project Overruns)</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>- Inter Agency</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Total Receivables</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Inventory on Hand</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total Assets:</strong></td>
<td><strong>233,339,449</strong></td>
<td><strong>230,191,816</strong></td>
<td><strong>268,394,314</strong></td>
<td><strong>268,394,314</strong></td>
<td><strong>65,437,299</strong></td>
<td><strong>50,450,777</strong></td>
<td><strong>567,171,062</strong></td>
<td><strong>549,036,907</strong></td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Vouchers Payable</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Sales Tax Payable</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Deferred Revenue (Local Projects Match)</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Accounts Receivable Overpayment</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Contractor Retained % (In Lieu Of Performance Bond)</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total Liabilities:</strong></td>
<td><strong>0</strong></td>
<td><strong>0</strong></td>
<td><strong>0</strong></td>
<td><strong>0</strong></td>
<td><strong>0</strong></td>
<td><strong>0</strong></td>
<td><strong>0</strong></td>
<td><strong>0</strong></td>
<td><strong>0</strong></td>
<td><strong>0</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Reserve for Encumbrance</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total Fund Balance:</strong></td>
<td><strong>233,339,449</strong></td>
<td><strong>230,191,816</strong></td>
<td><strong>268,394,314</strong></td>
<td><strong>268,394,314</strong></td>
<td><strong>65,437,299</strong></td>
<td><strong>50,450,777</strong></td>
<td><strong>567,171,062</strong></td>
<td><strong>549,036,907</strong></td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total Liabilities and Fund Balance:</strong></td>
<td><strong>233,339,449</strong></td>
<td><strong>230,191,816</strong></td>
<td><strong>268,394,314</strong></td>
<td><strong>268,394,314</strong></td>
<td><strong>65,437,299</strong></td>
<td><strong>50,450,777</strong></td>
<td><strong>567,171,062</strong></td>
<td><strong>549,036,907</strong></td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>
### Idaho Transportation Department

**OPERATING FUND BALANCE SHEET**

**FOR THE PERIOD ENDED 3/31/2024**

<table>
<thead>
<tr>
<th>CARES Act</th>
<th>Covid-19</th>
</tr>
</thead>
<tbody>
<tr>
<td>0345</td>
<td>0345</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Feb-24</th>
<th>Mar-24</th>
</tr>
</thead>
</table>

#### ASSETS

<table>
<thead>
<tr>
<th>Description</th>
<th>Feb-24</th>
<th>Mar-24</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash on Hand (Change Fund)</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Cash in Bank (Daily Operations)</td>
<td>(95,351)</td>
<td>(74,893)</td>
</tr>
<tr>
<td>Investments (Long Term: STO - Diversified Bond Fund)</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total Cash &amp; Investments</strong></td>
<td><strong>(95,351)</strong></td>
<td><strong>(74,893)</strong></td>
</tr>
<tr>
<td>Receivables - Other</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>- Due From Locals (Project Overruns)</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>- Inter Agency</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total Receivables</strong></td>
<td><strong>0</strong></td>
<td><strong>0</strong></td>
</tr>
<tr>
<td>Inventory on Hand</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total Assets:</strong></td>
<td><strong>(95,351)</strong></td>
<td><strong>(74,893)</strong></td>
</tr>
</tbody>
</table>

#### LIABILITIES

<table>
<thead>
<tr>
<th>Description</th>
<th>Feb-24</th>
<th>Mar-24</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vouchers Payable</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Sales Tax Payable</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Deferred Revenue (Local Projects Match)</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Accounts Receivable Overpayment</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Contractor Retained % (In Lieu Of Performance Bond)</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total Liabilities:</strong></td>
<td><strong>0</strong></td>
<td><strong>0</strong></td>
</tr>
</tbody>
</table>

#### FUND BALANCE

<table>
<thead>
<tr>
<th>Description</th>
<th>Feb-24</th>
<th>Mar-24</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reserve for Encumbrance</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Fund Balance</td>
<td>(95,351)</td>
<td>(74,893)</td>
</tr>
<tr>
<td><strong>Total Fund Balance:</strong></td>
<td><strong>(95,351)</strong></td>
<td><strong>(74,893)</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Description</th>
<th>Feb-24</th>
<th>Mar-24</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total Liabilities and Fund Balance</strong></td>
<td><strong>(95,351)</strong></td>
<td><strong>(74,893)</strong></td>
</tr>
</tbody>
</table>
# Idaho Transportation Department

## STATEMENT OF REVENUES AND EXPENDITURES

### BUDGET TO ACTUAL

FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 3/31/2024

<table>
<thead>
<tr>
<th>Year to Date Allotment</th>
<th>Year to Date Actual</th>
<th>Current Month Activity</th>
<th>Variance Favorable / Unfavorable</th>
<th>Percent Variance</th>
<th>Annual Appropriation</th>
<th>Appropriation Balance</th>
<th>Percent Remaining</th>
</tr>
</thead>
<tbody>
<tr>
<td>227,311,500</td>
<td>344,769,956</td>
<td>22,448,624</td>
<td>117,458,456</td>
<td>51.67 %</td>
<td>453,716,900</td>
<td>108,946,944</td>
<td>24.01 %</td>
</tr>
<tr>
<td>0</td>
<td>13,284,757</td>
<td>1,692,298</td>
<td>13,284,757</td>
<td>0.00 %</td>
<td>0</td>
<td>(13,284,757)</td>
<td>0.00 %</td>
</tr>
<tr>
<td>0</td>
<td>(22,184)</td>
<td>0</td>
<td>(22,184)</td>
<td>0.00 %</td>
<td>0</td>
<td>22,184</td>
<td>0.00 %</td>
</tr>
<tr>
<td>8,600,000</td>
<td>14,029,589</td>
<td>1,441,010</td>
<td>5,429,589</td>
<td>63.13 %</td>
<td>19,208,500</td>
<td>5,178,911</td>
<td>26.96 %</td>
</tr>
<tr>
<td>3,050,000</td>
<td>4,674,629</td>
<td>354,014</td>
<td>1,624,629</td>
<td>53.27 %</td>
<td>6,430,400</td>
<td>1,755,771</td>
<td>27.30 %</td>
</tr>
<tr>
<td>2,365,700</td>
<td>548,877</td>
<td>80,847</td>
<td>(1,816,823)</td>
<td>-76.80 %</td>
<td>6,102,600</td>
<td>5,553,723</td>
<td>91.01 %</td>
</tr>
<tr>
<td>241,327,200</td>
<td>377,285,624</td>
<td>26,016,793</td>
<td>135,958,424</td>
<td>56.34 %</td>
<td>485,458,400</td>
<td>108,172,776</td>
<td>22.28 %</td>
</tr>
<tr>
<td>2,987,100</td>
<td>2,987,025</td>
<td>0</td>
<td>(75)</td>
<td>0.00 %</td>
<td>12,406,000</td>
<td>9,418,975</td>
<td>75.92 %</td>
</tr>
<tr>
<td>26,604,882</td>
<td>30,925,797</td>
<td>3,096,675</td>
<td>4,320,915</td>
<td>16.24 %</td>
<td>36,415,419</td>
<td>5,489,622</td>
<td>15.07 %</td>
</tr>
<tr>
<td>29,591,982</td>
<td>33,912,823</td>
<td>3,096,675</td>
<td>4,320,840</td>
<td>14.60 %</td>
<td>48,821,419</td>
<td>14,908,597</td>
<td>30.54 %</td>
</tr>
<tr>
<td>6,406,241</td>
<td>8,735,483</td>
<td>958,722</td>
<td>2,329,242</td>
<td>36.36 %</td>
<td>8,276,000</td>
<td>(459,483)</td>
<td>-5.55 %</td>
</tr>
<tr>
<td>0</td>
<td>7,500</td>
<td>0</td>
<td>7,500</td>
<td>0.00 %</td>
<td>0</td>
<td>(7,500)</td>
<td>0.00 %</td>
</tr>
<tr>
<td>6,406,241</td>
<td>8,742,983</td>
<td>958,722</td>
<td>2,336,742</td>
<td>36.48 %</td>
<td>8,276,000</td>
<td>(466,983)</td>
<td>-5.64 %</td>
</tr>
<tr>
<td>277,325,423</td>
<td>419,941,430</td>
<td>30,072,189</td>
<td>142,616,006</td>
<td>51.43 %</td>
<td>542,555,819</td>
<td>122,614,390</td>
<td>22.60 %</td>
</tr>
<tr>
<td>186,305,000</td>
<td>190,624,671</td>
<td>18,929,400</td>
<td>4,319,671</td>
<td>2.32 %</td>
<td>243,302,000</td>
<td>52,677,329</td>
<td>21.65 %</td>
</tr>
<tr>
<td>56,360,541</td>
<td>57,867,865</td>
<td>5,499,722</td>
<td>1,507,324</td>
<td>2.67 %</td>
<td>73,634,700</td>
<td>15,766,835</td>
<td>21.41 %</td>
</tr>
<tr>
<td>14,930,600</td>
<td>15,615,480</td>
<td>1,390,699</td>
<td>684,880</td>
<td>4.59 %</td>
<td>19,200,000</td>
<td>3,584,520</td>
<td>18.67 %</td>
</tr>
<tr>
<td>257,596,141</td>
<td>264,108,016</td>
<td>25,819,821</td>
<td>6,511,875</td>
<td>2.53 %</td>
<td>336,136,700</td>
<td>72,028,684</td>
<td>21.43 %</td>
</tr>
<tr>
<td>534,921,564</td>
<td>684,049,446</td>
<td>55,892,011</td>
<td>149,127,881</td>
<td>27.88 %</td>
<td>878,692,519</td>
<td>194,643,074</td>
<td>22.15 %</td>
</tr>
</tbody>
</table>

**Total Federal Sources:** 241,327,200 377,285,624 26,016,793 135,958,424 56.34 % 485,458,400 108,172,776 22.28 %

**Total State Sources:** 29,591,982 33,912,823 3,096,675 4,320,840 14.60 % 48,821,419 14,908,597 30.54 %

**Total Local Sources:** 6,406,241 8,742,983 958,722 2,336,742 36.48 % 8,276,000 (466,983) -5.64 %

**Total REVENUES:** 277,325,423 419,941,430 30,072,189 142,616,006 51.43 % 542,555,819 122,614,390 22.60 %

**TRANSFERS-IN**

<table>
<thead>
<tr>
<th>Year to Date Allotment</th>
<th>Year to Date Actual</th>
<th>Current Month Activity</th>
<th>Variance Favorable / Unfavorable</th>
<th>Percent Variance</th>
<th>Annual Appropriation</th>
<th>Appropriation Balance</th>
<th>Percent Remaining</th>
</tr>
</thead>
<tbody>
<tr>
<td>186,305,000</td>
<td>190,624,671</td>
<td>18,929,400</td>
<td>4,319,671</td>
<td>2.32 %</td>
<td>243,302,000</td>
<td>52,677,329</td>
<td>21.65 %</td>
</tr>
<tr>
<td>56,360,541</td>
<td>57,867,865</td>
<td>5,499,722</td>
<td>1,507,324</td>
<td>2.67 %</td>
<td>73,634,700</td>
<td>15,766,835</td>
<td>21.41 %</td>
</tr>
<tr>
<td>14,930,600</td>
<td>15,615,480</td>
<td>1,390,699</td>
<td>684,880</td>
<td>4.59 %</td>
<td>19,200,000</td>
<td>3,584,520</td>
<td>18.67 %</td>
</tr>
<tr>
<td>257,596,141</td>
<td>264,108,016</td>
<td>25,819,821</td>
<td>6,511,875</td>
<td>2.53 %</td>
<td>336,136,700</td>
<td>72,028,684</td>
<td>21.43 %</td>
</tr>
<tr>
<td>534,921,564</td>
<td>684,049,446</td>
<td>55,892,011</td>
<td>149,127,881</td>
<td>27.88 %</td>
<td>878,692,519</td>
<td>194,643,074</td>
<td>22.15 %</td>
</tr>
</tbody>
</table>

**TOTAL TRANSFERS-IN:** 257,596,141 264,108,016 25,819,821 6,511,875 2.53 % 336,136,700 72,028,684 21.43 %

**TOTAL REV AND TRANSFERS-IN:** 534,921,564 684,049,446 55,892,011 149,127,881 27.88 % 878,692,519 194,643,074 22.15 %
## STATEMENT OF REVENUES AND EXPENDITURES
### FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 3/31/2024

<table>
<thead>
<tr>
<th>Fiscal Year:</th>
<th>2024</th>
</tr>
</thead>
<tbody>
<tr>
<td>Budget Fiscal Year:</td>
<td>2024</td>
</tr>
</tbody>
</table>

### EXPENDITURES

<table>
<thead>
<tr>
<th>Description</th>
<th>Year to Date Allotment</th>
<th>Year to Date Actual</th>
<th>Current Month Activity</th>
<th>Year to Date Encumbrance</th>
<th>Variance Favorable / Unfavorable</th>
<th>Percent Variance</th>
<th>Annual Appropriation</th>
<th>Appropriation Balance</th>
<th>Percent Remaining</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operations Expense</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>(E = A - B - D)</td>
<td></td>
<td>(F = E / A)</td>
<td>(G = H - B - D)</td>
<td>(I = H / G)</td>
</tr>
<tr>
<td>Permanent Staff Salaries</td>
<td>75,457,077</td>
<td>71,621,185</td>
<td>10,760,660</td>
<td>0</td>
<td>3,835,892</td>
<td>5.08 %</td>
<td>102,070,917</td>
<td>30,449,732</td>
<td>29.83 %</td>
</tr>
<tr>
<td>Board, Hourly, OT, Shift Diff</td>
<td>1,231,447</td>
<td>1,293,482</td>
<td>264,655</td>
<td>0</td>
<td>(62,035)</td>
<td>-5.04 %</td>
<td>3,945,393</td>
<td>2,651,911</td>
<td>67.22 %</td>
</tr>
<tr>
<td>Fringe Benefits</td>
<td>33,500,862</td>
<td>32,919,277</td>
<td>4,315,717</td>
<td>0</td>
<td>581,585</td>
<td>1.74 %</td>
<td>44,116,790</td>
<td>11,197,513</td>
<td>25.38 %</td>
</tr>
<tr>
<td>Travel Expense</td>
<td>1,991,081</td>
<td>1,457,893</td>
<td>172,103</td>
<td>0</td>
<td>533,188</td>
<td>26.78 %</td>
<td>2,865,924</td>
<td>1,408,031</td>
<td>49.13 %</td>
</tr>
<tr>
<td>Operating Expense</td>
<td>90,637,553</td>
<td>60,915,152</td>
<td>6,167,107</td>
<td>12,043,771</td>
<td>17,678,631</td>
<td>19.50 %</td>
<td>120,914,395</td>
<td>47,955,473</td>
<td>39.66 %</td>
</tr>
<tr>
<td>Capital Equipment Expense</td>
<td>51,792,099</td>
<td>13,504,311</td>
<td>1,434,878</td>
<td>24,344,237</td>
<td>13,943,551</td>
<td>26.92 %</td>
<td>55,409,419</td>
<td>17,560,871</td>
<td>31.69 %</td>
</tr>
<tr>
<td>Capital Facilities Expense</td>
<td>38,087,768</td>
<td>22,285,269</td>
<td>1,564,367</td>
<td>8,758,336</td>
<td>7,044,164</td>
<td>18.49 %</td>
<td>44,188,093</td>
<td>13,144,489</td>
<td>29.75 %</td>
</tr>
<tr>
<td>Trustee &amp; Benefit Payments</td>
<td>18,506,723</td>
<td>19,060,445</td>
<td>1,658,768</td>
<td>369,755</td>
<td>(923,477)</td>
<td>-4.99 %</td>
<td>26,725,600</td>
<td>7,295,400</td>
<td>27.30 %</td>
</tr>
<tr>
<td><strong>Total Operations Expense</strong></td>
<td><strong>311,204,611</strong></td>
<td><strong>223,057,014</strong></td>
<td><strong>26,338,254</strong></td>
<td><strong>45,516,099</strong></td>
<td><strong>42,631,499</strong></td>
<td><strong>13.70 %</strong></td>
<td><strong>400,236,532</strong></td>
<td><strong>131,663,420</strong></td>
<td><strong>32.90 %</strong></td>
</tr>
<tr>
<td>Contract Construction</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>(E = A - B - D)</td>
<td></td>
<td>(F = E / A)</td>
<td>(G = H - B - D)</td>
<td>(I = H / G)</td>
</tr>
<tr>
<td>Operating Expense</td>
<td>4,939,755</td>
<td>5,960,435</td>
<td>1,178,800</td>
<td>2,081,274</td>
<td>(3,101,954)</td>
<td>-62.80 %</td>
<td>10,600,000</td>
<td>2,558,291</td>
<td>24.13 %</td>
</tr>
<tr>
<td>Capital Projects</td>
<td>315,228,872</td>
<td>456,709,294</td>
<td>28,777,492</td>
<td>1,024,329</td>
<td>(142,504,752)</td>
<td>-45.21 %</td>
<td>586,853,979</td>
<td>129,120,355</td>
<td>22.00 %</td>
</tr>
<tr>
<td>Trustee &amp; Benefit Payments</td>
<td>727,822</td>
<td>603,324</td>
<td>144,462</td>
<td>0</td>
<td>124,498</td>
<td>17.11 %</td>
<td>2,100,000</td>
<td>1,496,676</td>
<td>71.27 %</td>
</tr>
<tr>
<td><strong>Total Contract Construction</strong></td>
<td><strong>320,896,449</strong></td>
<td><strong>463,273,054</strong></td>
<td><strong>30,100,754</strong></td>
<td><strong>3,105,603</strong></td>
<td>(145,482,208)</td>
<td>-45.34 %</td>
<td><strong>599,553,979</strong></td>
<td><strong>133,175,322</strong></td>
<td><strong>22.21 %</strong></td>
</tr>
<tr>
<td><strong>TOTAL EXPENDITURES</strong></td>
<td><strong>316,101,060</strong></td>
<td><strong>686,330,067</strong></td>
<td><strong>56,439,009</strong></td>
<td><strong>48,621,702</strong></td>
<td>(102,850,709)</td>
<td>-16.27 %</td>
<td><strong>999,790,510</strong></td>
<td><strong>264,838,742</strong></td>
<td><strong>26.49 %</strong></td>
</tr>
</tbody>
</table>

### TRANSFERS OUT

<table>
<thead>
<tr>
<th>Description</th>
<th>Operating</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating</td>
<td>11,482,431</td>
<td>11,526,794</td>
</tr>
</tbody>
</table>

**TOTAL TRANSFERS OUT:** 11,482,431 11,526,794 0 0 (44,363) -0.39 % 58,423,782 46,896,988 80.27 %
### Idaho Transportation Department

**STATEMENT OF REVENUES AND EXPENDITURES**

**BUDGET TO ACTUAL**

**FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 3/31/2024**

#### Fiscal Year: 2024

**Fund:** 0260  State Highway Fund

<table>
<thead>
<tr>
<th>Contract Construction</th>
<th>Operating Expenditures</th>
<th>Capital Outlay</th>
<th>Trustee &amp; Benefit Payments</th>
<th>Total Contract Construction</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Year to Date Allotment</strong></td>
<td><strong>Year to Date Actual</strong></td>
<td><strong>Current Month Activity</strong></td>
<td><strong>Year to Date Encumbrance</strong></td>
<td><strong>Variance Favorable / Unfavorable</strong></td>
</tr>
<tr>
<td>(A)</td>
<td>(B)</td>
<td>(C)</td>
<td>(D)</td>
<td>(E = A - B - D)</td>
</tr>
<tr>
<td>Contract Construction:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Operating Expenditures:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dedicated</td>
<td>553,198</td>
<td>1,986,197</td>
<td>287,717</td>
<td>784,922</td>
</tr>
<tr>
<td>Federal</td>
<td>4,341,782</td>
<td>3,972,939</td>
<td>890,487</td>
<td>1,296,352</td>
</tr>
<tr>
<td>Local</td>
<td>44,775</td>
<td>1,300</td>
<td>597</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total Operating Expenditures</strong></td>
<td><strong>4,939,755</strong></td>
<td><strong>5,960,435</strong></td>
<td><strong>1,178,800</strong></td>
<td><strong>2,081,274</strong></td>
</tr>
<tr>
<td>Capital Outlay:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dedicated</td>
<td>104,891,230</td>
<td>114,630,445</td>
<td>8,460,651</td>
<td>1,022,669</td>
</tr>
<tr>
<td>Federal</td>
<td>207,344,822</td>
<td>313,012,942</td>
<td>18,279,681</td>
<td>1,660</td>
</tr>
<tr>
<td>FICR</td>
<td>0</td>
<td>7,034,863</td>
<td>63,704</td>
<td>0</td>
</tr>
<tr>
<td>Local</td>
<td>2,992,820</td>
<td>8,746,288</td>
<td>337,210</td>
<td>0</td>
</tr>
<tr>
<td>COVID Relief</td>
<td>0</td>
<td>13,284,757</td>
<td>1,636,245</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total Capital Outlay</strong></td>
<td><strong>315,228,872</strong></td>
<td><strong>456,709,294</strong></td>
<td><strong>28,777,492</strong></td>
<td><strong>1,024,329</strong></td>
</tr>
<tr>
<td>Trustee &amp; Benefit Payments:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dedicated</td>
<td>128,839</td>
<td>0</td>
<td>(25,000)</td>
<td>0</td>
</tr>
<tr>
<td>Federal</td>
<td>584,571</td>
<td>603,324</td>
<td>169,462</td>
<td>0</td>
</tr>
<tr>
<td>Local</td>
<td>14,412</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total Trustee &amp; Benefit Payments</strong></td>
<td><strong>727,822</strong></td>
<td><strong>603,324</strong></td>
<td><strong>144,462</strong></td>
<td><strong>0</strong></td>
</tr>
<tr>
<td><strong>Total Contract Construction:</strong></td>
<td><strong>320,896,449</strong></td>
<td><strong>463,273,054</strong></td>
<td><strong>30,100,754</strong></td>
<td><strong>3,105,603</strong></td>
</tr>
</tbody>
</table>
# Idaho Transportation Department

**STATEMENT OF REVENUES AND EXPENDITURES**

**BUDGET TO ACTUAL**

**FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 3/31/2024**

<table>
<thead>
<tr>
<th>Fund: 0269</th>
<th>Transportation Expansion and Congestion Mitigation Fund</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Fiscal Year: 2024</th>
<th>Budget Fiscal Year: 2024</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year to Date Allotment</td>
<td>Year to Date Actual</td>
</tr>
<tr>
<td><strong>REVENUES</strong></td>
<td></td>
</tr>
<tr>
<td>Miscellaneous Revenues</td>
<td>2,625,003</td>
</tr>
<tr>
<td>TOTAL REVENUES:</td>
<td>2,625,003</td>
</tr>
<tr>
<td><strong>TRANSFERS-IN</strong></td>
<td></td>
</tr>
<tr>
<td>Cigarette Tax</td>
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</tr>
<tr>
<td>Sales Tax</td>
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<td>80,000,000</td>
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<tr>
<td>TOTAL REV AND TRANSFERS-IN:</td>
<td>82,625,003</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Fiscal Year: 2024</th>
<th>Budget Fiscal Year: 2024</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year to Date Allotment</td>
<td>Year to Date Actual</td>
</tr>
<tr>
<td><strong>EXPENDITURES</strong></td>
<td></td>
</tr>
<tr>
<td>Contract Construction - Capital Projects</td>
<td>143,262,612</td>
</tr>
<tr>
<td>TOTAL EXPENDITURES:</td>
<td>143,262,612</td>
</tr>
<tr>
<td><strong>TRANSFERS OUT</strong></td>
<td></td>
</tr>
<tr>
<td>Operating</td>
<td>37,346,048</td>
</tr>
<tr>
<td>TOTAL TRANSFERS OUT:</td>
<td>37,346,048</td>
</tr>
<tr>
<td>TOTAL EXPD AND TRANSFERS OUT:</td>
<td>180,608,660</td>
</tr>
</tbody>
</table>
## Idaho Transportation Department

**STATEMENT OF REVENUES AND EXPENDITURES**

**FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 3/31/2024**

### Fund: 0270 Strategic Initiatives Program Fund (State 60%)

<table>
<thead>
<tr>
<th>Fiscal Year: 2024</th>
<th>Budget Fiscal Year: 2024</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year to Date Allotment (A)</td>
<td>Year to Date Actual (B)</td>
</tr>
<tr>
<td><strong>REVENUES</strong></td>
<td></td>
</tr>
<tr>
<td>State Sources - Miscellaneous Revenues</td>
<td>2,700,000</td>
</tr>
<tr>
<td><strong>TOTAL REVENUES:</strong></td>
<td>2,700,000</td>
</tr>
<tr>
<td><strong>TRANSFERS-IN</strong></td>
<td></td>
</tr>
<tr>
<td>Statutory</td>
<td>181,680,000</td>
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<tr>
<td><strong>TOTAL TRANSFERS-IN:</strong></td>
<td>181,680,000</td>
</tr>
<tr>
<td><strong>TOTAL REV AND TRANSFERS-IN:</strong></td>
<td>184,380,000</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Fiscal Year: 2024</th>
<th>Budget Fiscal Year: 2024</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year to Date Allotment (A)</td>
<td>Year to Date Actual (B)</td>
</tr>
<tr>
<td><strong>EXPENDITURES</strong></td>
<td></td>
</tr>
<tr>
<td>Contract Construction - Capital Projects</td>
<td>136,816,497</td>
</tr>
<tr>
<td><strong>TOTAL EXPENDITURES:</strong></td>
<td>136,816,497</td>
</tr>
<tr>
<td><strong>TOTAL EXPD AND TRANSFERS OUT:</strong></td>
<td>136,816,497</td>
</tr>
</tbody>
</table>
## Idaho Transportation Department

**STATEMENT OF REVENUES AND EXPENDITURES**

**BUDGET TO ACTUAL**

**FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 3/31/2024**

### Fund: 0270  Strategic Initiatives Program Fund (LHTAC-Local 40%)

<table>
<thead>
<tr>
<th>Fiscal Year: 2024</th>
<th>Budget Fiscal Year: 2024</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year to Date Allotment</td>
<td>Year to Date Actual</td>
</tr>
<tr>
<td>(A)</td>
<td>(B)</td>
</tr>
<tr>
<td>1,800,000</td>
<td>2,154,151</td>
</tr>
</tbody>
</table>

**STATEMENT OF REVENUES**

- **State Sources - Miscellaneous Revenues**
  - Year to Date: 1,800,000
  - Year to Date Actual: 2,154,151
  - Current Month Activity: 0
  - Variance Favorable / Unfavorable: 354,151
  - Percent Variance: 19.68%

**TOTAL REVENUES:**

- Year to Date: 1,800,000
- Year to Date Actual: 2,154,151
- Current Month Activity: 0
- Variance Favorable / Unfavorable: 354,151
- Percent Variance: 19.68%

**TOTAL REV AND TRANSFERS-IN:**

- Year to Date: 1,800,000
- Year to Date Actual: 2,154,151
- Current Month Activity: 0
- Variance Favorable / Unfavorable: 354,151
- Percent Variance: 19.68%

### EXPENDITURES

<table>
<thead>
<tr>
<th>Fiscal Year: 2024</th>
<th>Budget Fiscal Year: 2024</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year to Date Allotment</td>
<td>Year to Date Actual</td>
</tr>
<tr>
<td>(A)</td>
<td>(B)</td>
</tr>
<tr>
<td>75,500,000</td>
<td>64,500,000</td>
</tr>
</tbody>
</table>

**TOTAL EXPENDITURES:**

- Year to Date: 75,500,000
- Year to Date Actual: 64,500,000
- Current Month Activity: 0
- Year to Date Encumbrance: 0
- Variance Favorable / Unfavorable: 11,000,000
- Percent Variance: 14.57%

**TRANSFERS OUT**

- **Contract Construction - Trustee & Benefit Payments**
  - Year to Date: 36,000,000
  - Year to Date Actual: 36,000,000
  - Current Month Activity: 0
  - Year to Date Encumbrance: 0
  - Variance Favorable / Unfavorable: 0.00%
  - Percent Variance: 0.00%

**TOTAL TRANSFERS OUT:**

- Year to Date: 36,000,000
- Year to Date Actual: 36,000,000
- Current Month Activity: 0
- Year to Date Encumbrance: 0
- Variance Favorable / Unfavorable: 0.00%
- Percent Variance: 0.00%

**TOTAL EXPD AND TRANSFERS OUT:**

- Year to Date: 111,500,000
- Year to Date Actual: 100,500,000
- Current Month Activity: 0
- Year to Date Encumbrance: 0
- Variance Favorable / Unfavorable: 11,000,000
- Percent Variance: 9.87%

- Annual Appropriation: 144,500,000
- Appropriation Balance: 44,000,000
- Percent Remaining: 30.45%
# Idaho Transportation Department

**STATEMENT OF REVENUES AND EXPENDITURES**

**BUDGET TO ACTUAL**

**FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 3/31/2024**

**Fund: 0270 Strategic Initiatives Grant Program**

<table>
<thead>
<tr>
<th>Fiscal Year: 2024</th>
<th>Year to Date Allotment</th>
<th>Year to Date Actual</th>
<th>Current Month Activity</th>
<th>Year to Date Encumbrance</th>
<th>Variance Favorable / Unfavorable</th>
<th>Percent Variance</th>
<th>Annual Appropriation</th>
<th>Appropriation Balance</th>
<th>Percent Remaining</th>
</tr>
</thead>
<tbody>
<tr>
<td>Budget Fiscal Year: 2024</td>
<td>(A)</td>
<td>(B)</td>
<td>(C)</td>
<td>(D)</td>
<td>(D - B - A)</td>
<td>(E = D / A)</td>
<td>(F)</td>
<td>(G = F - B)</td>
<td>(H = G / F)</td>
</tr>
<tr>
<td>REVENUES</td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>State Sources - Miscellaneous Revenues</td>
<td>0</td>
<td>66,180</td>
<td>0</td>
<td>66,180</td>
<td>0.00 %</td>
<td>0</td>
<td>(66,180)</td>
<td>0.00 %</td>
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</tr>
<tr>
<td>TOTAL REVENUES:</td>
<td>0</td>
<td>66,180</td>
<td>0</td>
<td>66,180</td>
<td>0.00 %</td>
<td>0</td>
<td>(66,180)</td>
<td>0.00 %</td>
<td></td>
</tr>
<tr>
<td>TRANSFERS-IN</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Statutory</td>
<td>136,000,000</td>
<td>136,000,000</td>
<td>0</td>
<td>0</td>
<td>0.00 %</td>
<td>136,000,000</td>
<td>0</td>
<td>0.00 %</td>
<td></td>
</tr>
<tr>
<td>TOTAL TRANSFERS-IN:</td>
<td>136,000,000</td>
<td>136,000,000</td>
<td>0</td>
<td>0</td>
<td>0.00 %</td>
<td>136,000,000</td>
<td>0</td>
<td>0.00 %</td>
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</tr>
<tr>
<td>TOTAL REV AND TRANSFERS-IN:</td>
<td>136,000,000</td>
<td>136,066,180</td>
<td>0</td>
<td>66,180</td>
<td>0.05 %</td>
<td>136,000,000</td>
<td>(66,180)</td>
<td>-0.05%</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Fiscal Year: 2024</th>
<th>Year to Date Allotment</th>
<th>Year to Date Actual</th>
<th>Current Month Activity</th>
<th>Year to Date Encumbrance</th>
<th>Variance Favorable / Unfavorable</th>
<th>Percent Variance</th>
<th>Annual Appropriation</th>
<th>Appropriation Balance</th>
<th>Percent Remaining</th>
</tr>
</thead>
<tbody>
<tr>
<td>Budget Fiscal Year: 2024</td>
<td>(A)</td>
<td>(B)</td>
<td>(C)</td>
<td>(D)</td>
<td>(E = A - B - D)</td>
<td>(F = E / A)</td>
<td>(G)</td>
<td>(H = G - B - D)</td>
<td>(I = H / G)</td>
</tr>
<tr>
<td>EXPENDITURES</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Contract Construction - Trustee &amp; Benefit Payments</td>
<td>101,999,997</td>
<td>85,615,403</td>
<td>14,986,522</td>
<td>0</td>
<td>16,384,594</td>
<td>16.06 %</td>
<td>136,000,000</td>
<td>50,384,597</td>
<td>37.05 %</td>
</tr>
<tr>
<td>TOTAL EXPENDITURES:</td>
<td>101,999,997</td>
<td>85,615,403</td>
<td>14,986,522</td>
<td>0</td>
<td>16,384,594</td>
<td>16.06 %</td>
<td>136,000,000</td>
<td>50,384,597</td>
<td>37.05 %</td>
</tr>
<tr>
<td>TOTAL EXPD AND TRANSFERS OUT:</td>
<td>101,999,997</td>
<td>85,615,403</td>
<td>14,986,522</td>
<td>0</td>
<td>16,384,594</td>
<td>16.06 %</td>
<td>136,000,000</td>
<td>50,384,597</td>
<td>37.05 %</td>
</tr>
</tbody>
</table>
# Idaho Transportation Department

STATEMENT OF REVENUES AND EXPENDITURES

BUDGET TO ACTUAL

FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 3/31/2024

<table>
<thead>
<tr>
<th>Fiscal Year: 2024</th>
<th>Year to Date Allotment (A)</th>
<th>Year to Date Actual (B)</th>
<th>Current Month Activity (C)</th>
<th>Variance Favorable / Unfavorable (D = B - A)</th>
<th>Percent Variance (E = D / A)</th>
<th>Annual Appropriation (F)</th>
<th>Appropriation Balance (G = F - B)</th>
<th>Percent Remaining (H = G / F)</th>
</tr>
</thead>
<tbody>
<tr>
<td>REVENUES</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Federal Sources - Federal Transit</td>
<td>135,000</td>
<td>3,245,408</td>
<td>83,611</td>
<td>3,110,408</td>
<td>2304.01 %</td>
<td>7,857,300</td>
<td>4,611,892</td>
<td>58.70 %</td>
</tr>
<tr>
<td>TOTAL REVENUES:</td>
<td>135,000</td>
<td>3,245,408</td>
<td>83,611</td>
<td>3,110,408</td>
<td>2304.01 %</td>
<td>7,857,300</td>
<td>4,611,892</td>
<td>58.70 %</td>
</tr>
<tr>
<td>TOTAL REV AND TRANSFERS-IN:</td>
<td>135,000</td>
<td>3,245,408</td>
<td>83,611</td>
<td>3,110,408</td>
<td>2304.01 %</td>
<td>7,857,300</td>
<td>4,611,892</td>
<td>58.70 %</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Fiscal Year: 2024</th>
<th>Year to Date Allotment (A)</th>
<th>Year to Date Actual (B)</th>
<th>Current Month Activity (C)</th>
<th>Year to Date Encumbrance (D)</th>
<th>Variance Favorable / Unfavorable (E = A - B - D)</th>
<th>Percent Variance (F = E / A)</th>
<th>Annual Appropriation (G)</th>
<th>Appropriation Balance (H = G - B - D)</th>
<th>Percent Remaining (I = H / G)</th>
</tr>
</thead>
<tbody>
<tr>
<td>EXPENDITURES</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Trustee &amp; Benefit Payments</td>
<td>5,892,957</td>
<td>3,239,925</td>
<td>63,153</td>
<td>0</td>
<td>2,653,032</td>
<td>45.02 %</td>
<td>7,857,300</td>
<td>4,617,375</td>
<td>58.77 %</td>
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<td>TOTAL EXPENDITURES:</td>
<td>5,892,957</td>
<td>3,239,925</td>
<td>63,153</td>
<td>0</td>
<td>2,653,032</td>
<td>45.02 %</td>
<td>7,857,300</td>
<td>4,617,375</td>
<td>58.77 %</td>
</tr>
<tr>
<td>TOTAL EXPD AND TRANSFERS OUT:</td>
<td>5,892,957</td>
<td>3,239,925</td>
<td>63,153</td>
<td>0</td>
<td>2,653,032</td>
<td>45.02 %</td>
<td>7,857,300</td>
<td>4,617,375</td>
<td>58.77 %</td>
</tr>
</tbody>
</table>
# Idaho Transportation Department

## STATEMENT OF REVENUES AND EXPENDITURES

**BUDGET TO ACTUAL**

**FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 3/31/2024**

<table>
<thead>
<tr>
<th>Fiscal Year:</th>
<th>Budget Fiscal Year:</th>
<th>2024</th>
<th>2024</th>
<th>Variances</th>
<th>Percent</th>
<th>Annual</th>
<th>Appropriation Balance</th>
<th>Percent Remaining</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>(A)</td>
<td>(B)</td>
<td>(C)</td>
<td>(D = B - A)</td>
<td>(E = D / A)</td>
<td>(F)</td>
<td>(G)</td>
</tr>
<tr>
<td><strong>REVENUES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>State Sources - Miscellaneous Revenues</td>
<td></td>
<td>0</td>
<td>10,868</td>
<td>0</td>
<td>10,868</td>
<td>0.00 %</td>
<td>0</td>
<td>(10,868)</td>
</tr>
<tr>
<td><strong>TOTAL REVENUES:</strong></td>
<td></td>
<td>0</td>
<td>10,868</td>
<td>0</td>
<td>10,868</td>
<td>0.00 %</td>
<td>0</td>
<td>(10,868)</td>
</tr>
<tr>
<td><strong>TRANSFERS-IN</strong></td>
<td>Operating</td>
<td>37,346,048</td>
<td>43,700,352</td>
<td>6,354,303</td>
<td>6,354,304</td>
<td>17.01 %</td>
<td>37,346,048</td>
<td>(6,354,304)</td>
</tr>
<tr>
<td><strong>TOTAL TRANSFERS-IN:</strong></td>
<td></td>
<td>37,346,048</td>
<td>43,700,352</td>
<td>6,354,303</td>
<td>6,354,304</td>
<td>17.01 %</td>
<td>37,346,048</td>
<td>(6,354,304)</td>
</tr>
<tr>
<td><strong>TOTAL REV AND TRANSFERS-IN:</strong></td>
<td></td>
<td>37,346,048</td>
<td>43,711,220</td>
<td>6,354,303</td>
<td>6,365,172</td>
<td>17.04 %</td>
<td>37,346,048</td>
<td>(6,365,172)</td>
</tr>
<tr>
<td><strong>EXPENDITURES</strong></td>
<td>Bond Principal / Interest</td>
<td>19,839,889</td>
<td>21,855,045</td>
<td>3,135,141</td>
<td>0</td>
<td>(2,015,156)</td>
<td>-10.16%</td>
<td>29,199,841</td>
</tr>
<tr>
<td><strong>TOTAL EXPENDITURES:</strong></td>
<td></td>
<td>19,839,889</td>
<td>21,855,045</td>
<td>3,135,141</td>
<td>0</td>
<td>(2,015,156)</td>
<td>-10.16%</td>
<td>29,199,841</td>
</tr>
<tr>
<td><strong>TOTAL EXPD AND TRANSFERS OUT:</strong></td>
<td></td>
<td>19,839,889</td>
<td>21,855,045</td>
<td>3,135,141</td>
<td>0</td>
<td>(2,015,156)</td>
<td>-10.16%</td>
<td>29,199,841</td>
</tr>
</tbody>
</table>
# Idaho Transportation Department

**STATEMENT OF REVENUES AND EXPENDITURES**

**BUDGET TO ACTUAL**

**FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 3/31/2024**

**Fund: 0373 TECM Capital Project Fund**

<table>
<thead>
<tr>
<th>Fiscal Year: 2024</th>
<th>Budget Fiscal Year: 2024</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>REVENUES</strong></td>
<td></td>
</tr>
<tr>
<td>State Sources - Miscellaneous Revenues</td>
<td></td>
</tr>
<tr>
<td>Year to Date Allotment</td>
<td>Year to Date Actual</td>
</tr>
<tr>
<td>171,042,178</td>
<td>170,797,741</td>
</tr>
<tr>
<td><strong>TOTAL REVENUES:</strong></td>
<td></td>
</tr>
<tr>
<td>171,042,178</td>
<td>170,797,741</td>
</tr>
<tr>
<td><strong>TOTAL REV AND TRANSFERS-IN:</strong></td>
<td></td>
</tr>
<tr>
<td>171,042,178</td>
<td>170,797,741</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Fiscal Year: 2024</th>
<th>Budget Fiscal Year: 2024</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>EXPENDITURES</strong></td>
<td></td>
</tr>
<tr>
<td>Capital Projects</td>
<td></td>
</tr>
<tr>
<td>Year to Date Allotment</td>
<td>Year to Date Encumbrance</td>
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<tr>
<td>171,060,863</td>
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<tr>
<td><strong>TOTAL EXPENDITURES:</strong></td>
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<td>171,060,863</td>
<td>0</td>
</tr>
<tr>
<td><strong>TOTAL EXPD AND TRANSFERS OUT:</strong></td>
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</tr>
<tr>
<td>171,060,863</td>
<td>0</td>
</tr>
</tbody>
</table>
# Idaho Transportation Department

## STATEMENT OF REVENUES AND EXPENDITURES

**BUDGET TO ACTUAL**

**FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 3/31/2024**

### Fund: 0374  GARVEE Capital Project Fund

<table>
<thead>
<tr>
<th>Fiscal Year: 2024</th>
<th>Budget Fiscal Year: 2024</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>REVENUES</strong></td>
<td></td>
</tr>
<tr>
<td>State Sources -</td>
<td></td>
</tr>
<tr>
<td>Miscellaneous Revenues</td>
<td>28,699,869</td>
</tr>
<tr>
<td><strong>TOTAL REVENUES:</strong></td>
<td>28,699,869</td>
</tr>
<tr>
<td><strong>TOTAL REV AND TRANSFERS-IN:</strong></td>
<td>28,699,869</td>
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</table>

<table>
<thead>
<tr>
<th>Fiscal Year: 2024</th>
<th>Budget Fiscal Year: 2024</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>EXPENDITURES</strong></td>
<td></td>
</tr>
<tr>
<td>Capital Projects</td>
<td>28,700,440 28,065,478 2,365,038 0 634,962 2.21% 37,700,440 9,634,962 25.56%</td>
</tr>
<tr>
<td><strong>TOTAL EXPENDITURES:</strong></td>
<td>28,700,440 28,065,478 2,365,038 0 634,962 2.21% 37,700,440 9,634,962 25.56%</td>
</tr>
<tr>
<td><strong>TOTAL EXPD AND TRANSFERS OUT:</strong></td>
<td>28,700,440 28,065,478 2,365,038 0 634,962 2.21% 37,700,440 9,634,962 25.56%</td>
</tr>
</tbody>
</table>
# Idaho Transportation Department

**STATEMENT OF REVENUES AND EXPENDITURES**

**BUDGET TO ACTUAL**

FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 3/31/2024

## REVENUES

<table>
<thead>
<tr>
<th>Fiscal Year: 2024</th>
<th>Year to Date Allotment</th>
<th>Year to Date Actual</th>
<th>Current Month Activity</th>
<th>Variance Favorable / Unfavorable</th>
<th>Percent Variance</th>
<th>Annual Appropriation</th>
<th>Appropriation Balance</th>
<th>Percent Remaining</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>State Sources - Miscellaneous Revenues</strong></td>
<td>0</td>
<td>48,889</td>
<td>0</td>
<td>48,889</td>
<td>0.00 %</td>
<td>0</td>
<td>(48,889)</td>
<td>0.00 %</td>
</tr>
<tr>
<td><strong>TOTAL REVENUES:</strong></td>
<td>0</td>
<td>48,889</td>
<td>0</td>
<td>48,889</td>
<td>0.00 %</td>
<td>0</td>
<td>(48,889)</td>
<td>0.00 %</td>
</tr>
</tbody>
</table>

## TRANSFERS-IN

<table>
<thead>
<tr>
<th>Fiscal Year: 2024</th>
<th>Year to Date Allotment</th>
<th>Year to Date Actual</th>
<th>Current Month Activity</th>
<th>Variance Favorable / Unfavorable</th>
<th>Percent Variance</th>
<th>Annual Appropriation</th>
<th>Appropriation Balance</th>
<th>Percent Remaining</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Operating</strong></td>
<td>16,182,431</td>
<td>16,226,794</td>
<td>0</td>
<td>44,363</td>
<td>0.27 %</td>
<td>63,123,782</td>
<td>46,896,988</td>
<td>74.29 %</td>
</tr>
<tr>
<td><strong>TOTAL TRANSFERS-IN:</strong></td>
<td>16,182,431</td>
<td>16,226,794</td>
<td>0</td>
<td>44,363</td>
<td>0.27 %</td>
<td>63,123,782</td>
<td>46,896,988</td>
<td>74.29 %</td>
</tr>
</tbody>
</table>

## TOTAL REV AND TRANSFERS-IN:

<table>
<thead>
<tr>
<th>Fiscal Year: 2024</th>
<th>Year to Date Allotment</th>
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<th>Appropriation Balance</th>
<th>Percent Remaining</th>
</tr>
</thead>
<tbody>
<tr>
<td>16,182,431</td>
<td>16,275,683</td>
<td>0</td>
<td>93,252</td>
<td>0.58 %</td>
<td>63,123,782</td>
<td>46,848,099</td>
<td>74.22 %</td>
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</tr>
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</table>

## EXPENDITURES

<table>
<thead>
<tr>
<th>Fiscal Year: 2024</th>
<th>Year to Date Allotment</th>
<th>Year to Date Actual</th>
<th>Current Month Activity</th>
<th>Variance Favorable / Unfavorable</th>
<th>Percent Variance</th>
<th>Annual Appropriation</th>
<th>Appropriation Balance</th>
<th>Percent Remaining</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Bond Principal / Interest</strong></td>
<td>14,738,427</td>
<td>14,738,425</td>
<td>408,545</td>
<td>0</td>
<td>2</td>
<td>0.00 %</td>
<td>59,100,390</td>
<td>44,361,965</td>
</tr>
<tr>
<td><strong>TOTAL EXPENDITURES:</strong></td>
<td>14,738,427</td>
<td>14,738,425</td>
<td>408,545</td>
<td>0</td>
<td>2</td>
<td>0.00 %</td>
<td>59,100,390</td>
<td>44,361,965</td>
</tr>
</tbody>
</table>

## TOTAL EXPD AND TRANSFERS OUT:

<table>
<thead>
<tr>
<th>Fiscal Year: 2024</th>
<th>Year to Date Allotment</th>
<th>Year to Date Actual</th>
<th>Current Month Activity</th>
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<th>Appropriation Balance</th>
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</tr>
</thead>
<tbody>
<tr>
<td>14,738,427</td>
<td>14,738,425</td>
<td>408,545</td>
<td>0</td>
<td>2</td>
<td>0.00 %</td>
<td>59,100,390</td>
<td>44,361,965</td>
<td>75.06 %</td>
</tr>
</tbody>
</table>
# Idaho Transportation Department

## Statement of Revenues and Expenditures

### Budget to Actual

**For the Fiscal Year to Date - For the Period Ended 3/31/2024**

### Revenues

**Federal Sources - FAA**
- **Budget Fiscal Year:** 2024
- **Year to Date Allotment:** 244,000
- **Year to Date Actual:** 193,634
- **Current Month Activity:** 0
- **Variance:** (50,366) -20.64%

**State Sources - Miscellaneous**
- **Budget Fiscal Year:** 2024
- **Year to Date Allotment:** 308,756
- **Year to Date Actual:** 626,918
- **Current Month Activity:** 16,785
- **Variance:** 318,162 103.05%

**Interagency Sources**
- **Budget Fiscal Year:** 2024
- **Year to Date Allotment:** 200,000
- **Year to Date Actual:** 219,030
- **Current Month Activity:** (0)
- **Variance:** 19,030 9.52%

**Total Revenues:**
- **Budget Fiscal Year:** 2024
- **Year to Date Allotment:** 752,756
- **Year to Date Actual:** 1,039,582
- **Current Month Activity:** 16,785
- **Variance:** 286,826 38.10%

### Transfers-In

**Operating**
- **Budget Fiscal Year:** 2024
- **Year to Date Allotment:** 2,309,341
- **Year to Date Actual:** 2,255,239
- **Current Month Activity:** 200,382
- **Variance:** (54,102) -2.34%

**Total Transfers-In:**
- **Budget Fiscal Year:** 2024
- **Year to Date Allotment:** 2,309,341
- **Year to Date Actual:** 2,255,239
- **Current Month Activity:** 200,382
- **Variance:** (54,102) -2.34%

**Total Rev and Transfers-In:**
- **Budget Fiscal Year:** 2024
- **Year to Date Allotment:** 3,062,097
- **Year to Date Actual:** 3,294,821
- **Current Month Activity:** 217,167
- **Variance:** 232,724 7.60%

### Expenditures

**Permanent Staff Salaries**
- **Budget Fiscal Year:** 2024
- **Year to Date Allotment:** 713,856
- **Year to Date Actual:** 673,336
- **Current Month Activity:** 95,228
- **Year to Date Encumbrance:** 0
- **Variance:** 40,520 5.68%

**Board, Hourly, OT, Shift Diff**
- **Budget Fiscal Year:** 2024
- **Year to Date Allotment:** 33,652
- **Year to Date Actual:** 57,537
- **Current Month Activity:** 300
- **Year to Date Encumbrance:** 0
- **Variance:** (23,885) -70.98%

**Fringe Benefits**
- **Budget Fiscal Year:** 2024
- **Year to Date Allotment:** 288,582
- **Year to Date Actual:** 285,536
- **Current Month Activity:** 34,609
- **Year to Date Encumbrance:** 0
- **Variance:** 3,046 1.06%

**Travel Expense**
- **Budget Fiscal Year:** 2024
- **Year to Date Allotment:** 52,482
- **Year to Date Actual:** 55,058
- **Current Month Activity:** 5,348
- **Year to Date Encumbrance:** 0
- **Variance:** (2,576) -4.91%

**Operating Expense**
- **Budget Fiscal Year:** 2024
- **Year to Date Allotment:** 763,319
- **Year to Date Actual:** 591,274
- **Current Month Activity:** 35,081
- **Year to Date Encumbrance:** 133,210
- **Variance:** 38,835 5.09%

**Capital Equipment Expense**
- **Budget Fiscal Year:** 2024
- **Year to Date Allotment:** 107,000
- **Year to Date Actual:** 73,307
- **Current Month Activity:** 61,543
- **Year to Date Encumbrance:** 0
- **Variance:** 33,693 31.49%

**Capital Facilities Expense**
- **Budget Fiscal Year:** 2024
- **Year to Date Allotment:** 110,556
- **Year to Date Actual:** 41,696
- **Current Month Activity:** 3,354
- **Year to Date Encumbrance:** 54,096
- **Variance:** 14,764 13.35%

**Trustee & Benefit Payments**
- **Budget Fiscal Year:** 2024
- **Year to Date Allotment:** 2,980,000
- **Year to Date Actual:** 3,988,628
- **Current Month Activity:** 23,214
- **Year to Date Encumbrance:** 0
- **Variance:** (1,008,628) -33.85%

**Total Expenditures:**
- **Budget Fiscal Year:** 2024
- **Year to Date Allotment:** 5,049,447
- **Year to Date Actual:** 5,766,373
- **Current Month Activity:** 258,678
- **Year to Date Encumbrance:** 187,306
- **Variance:** (904,231) -17.91%

**Total Expd and Transfers Out:**
- **Budget Fiscal Year:** 2024
- **Year to Date Allotment:** 5,049,447
- **Year to Date Actual:** 5,766,373
- **Current Month Activity:** 258,678
- **Year to Date Encumbrance:** 187,306
- **Variance:** (904,231) -17.91%
Meeting Date 5/16/24

No Presentation: Consent Item □  Informational Calendar Item □

Presentation:  Informational ☒  Action with Resolution □  Time Needed: 10 Min

<table>
<thead>
<tr>
<th>Presenter's Name</th>
<th>Presenter's Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Colby Cameron</td>
<td>Governmental Affairs Manager</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Preparer's Name</th>
<th>Preparer's Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Colby Cameron</td>
<td>Governmental Affairs Manager</td>
</tr>
</tbody>
</table>

Subject

2025 ITD Legislative Ideas

Background Information

Staff is discussing possible legislative ideas for the 2025 Legislative Session and is seeking the board’s feedback on the following three concepts. All three concepts are coming from the DMV Business area.

1. **Exempt Agency Trailer Plates & Commercial Motor Vehicle Temporary Permits**
   **Reason:** Clean up and alignment of statutes.
   - Allow exempt government agencies to get large/regular size trailer plates like everyone else. Agencies are currently restricted to only small trailer plates.
   - Require temporary permits to be purchased before entering the state in all situations, not just in some circumstances. Current statute is not consistent.

2. **One Year Permits & Prior Idaho Driver’s License Holder’s Knowledge Testing**
   **Reason:** Red tape reduction to the customer’s benefit.
   - Make Class D instruction permits and motorcycle endorsement permits valid for one year to align with 1-year Commercial Learner Permits. Saves time and money for the permit holders.
   - Remove the requirement to take the Idaho knowledge test if a person has previously held an Idaho Driver’s License and has a valid current out of state license.

3. **Black & White Photos for Driver’s Licenses & ID Cards**
   **Reason:** Black and White photos will improve security of Idaho produced credentials
   - There is potential this idea will be included in draft legislation from other sponsors.

ITD agency legislation will follow the Executive Agency Legislative Process as outlined by the Governor’s office. The ideas will be submitted to the Division of Financial Management (DFM) in mid-June. Draft legislation will be prepared from the ideas and presented to the Board at the regular June or July meeting. Then the proposed drafts are due to DFM in mid-August.

**Recommendations**  *(Action items require a resolution)*
Meeting Date  5/16/2024

No Presentation:  Consent Item ☐  Informational Calendar Item ☐
Presentation:  Informational ☒  Action with Resolution ☐  Time Needed:  15 min

<table>
<thead>
<tr>
<th>Presenter's Name</th>
<th>Presenter's Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Josephine Middleton/Morgan Ballis</td>
<td>Highway Safety Manager/SRO Hailey PD</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Preparer's Name</th>
<th>Preparer's Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Josephine Middleton</td>
<td>HSM</td>
</tr>
</tbody>
</table>

Subject
District 4 Teen Traffic Safety Outreach

Key Number  | District  | Route Number |
-------------|-----------|--------------|

Background Information
In 2022, more than one out of every five crashes involved a youthful driver. Of the 25 people killed in youthful driver crashes, eight were the youthful drivers. Of the seven youthful drivers of passenger motor vehicles, only three (43%) were wearing a seat belt.

At the Office of Highway Safety, we prioritize educating our young drivers about traffic safety to encourage them to be proactive and engaged in the safety of their family, friends, and themselves. We are partnering with the School Resource Officer (SRO) Association to promote seat belt use among teens. Officer Morgan Ballis, from the Hailey Police Department, is president of the Idaho Association of School Resource Officers and the Wood River High School SRO. Officer Ballis will explain the SRO's plans to launch a seat belt program for schools at their June conference.

Recommendations  (Action items require a resolution)
Meeting Date  May 16, 2024

No Presentation:  Consent Item ☐  Informational Calendar Item ☐

Presentation:  Informational ☐  Action with Resolution ☒  Time Needed:  10 minutes

| Presenter's Name | Presenter's Title
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Monica Crider, PE</td>
<td>State Design Engineer</td>
</tr>
<tr>
<td>Preparer's Name</td>
<td>Preparer's Title</td>
</tr>
<tr>
<td>Mohsen Amirmojahedi, PE</td>
<td>Consultant Services Engineer</td>
</tr>
</tbody>
</table>

Subject

REQUEST TO APPROVE CONSULTANT AGREEMENTS

<table>
<thead>
<tr>
<th>Key Number</th>
<th>District</th>
<th>Route Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>See table below</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Background Information

Board Policy 4001 delegates authority to the Director or another designee, to approve routine engineering professional services agreements of up to $1,000,000, work task agreements for professional services up to $500,000, cumulative work task agreements (one or more consultants) on a project up to $1,500,000 and consultant two-year work task agreement total up to $1,500,000. Any agreements greater than these thresholds must be authorized by the Board.

Professional service agreements, procured through ITD HQ Design Section, Consultant Services Group, follow three different processes based on the size of agreement. In all cases, professional services agreements are secured using a qualification based system rather than a competitive low bid basis used for typical construction contracts.

- Work task agreements less than $100,000 are procured through a Direct Select process.
- Work task agreements between $100,000 and $500,000 are procured through a Request for Information (RFI) process which short lists consultants from a prequalified consultant registry referred to as the Term Agreement list.
- Professional service agreements greater than $500,000 are solicited through a formal Request for Proposal (RFP).

The scale of these agreements are often anticipated and necessary due to the complexity and magnitude of the associated construction projects. In many instances, the original intent is to solicit the consultant service in phases allowing for greater flexibility for the Department, limited liability, and updating when a more refined scope of work is obtained. In other cases, such as for Construction Engineering and Inspection (CE&I) services one single agreement may be issued allowing for continuity of the inspector during the construction phase.

Project specific memorandums are attached and listed in the table below, for each project agreement seeking approval.
<table>
<thead>
<tr>
<th>KEY NUMBER</th>
<th>PROJECT NAME</th>
<th>DISTRICT</th>
<th>TOTAL PREVIOUS AGREEMENTS</th>
<th>PREVIOUS AUTHORIZATION</th>
<th>THIS AUTHORIZATION REQUEST</th>
<th>TOTAL AUTHORIZATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>20662 ¹</td>
<td>US-95, McArthur Lake, Boundary County</td>
<td>1</td>
<td>$997,080</td>
<td>-</td>
<td>$618,882</td>
<td>$1,615,962</td>
</tr>
<tr>
<td>23833 ¹</td>
<td>Access to Opportunity, ACHD</td>
<td>ACHD</td>
<td>-</td>
<td>-</td>
<td>$6,459,500</td>
<td>$6,459,500</td>
</tr>
</tbody>
</table>

1 Professional Agreements > $1M  
2 Work Task Agreements > $500K  
3 Cumulative Work Task Agreement for project > $1.5M  
4 Consultant Two-year Work Task total > $1.5M

**Recommendations** *(Action items require a resolution)*  
Approval of resolution on page 91.
DATE: April 25, 2024

TO: Monica Crider, PE
    State Design Engineer

FROM: Damon Allen, PE
    District 1 Engineer

RE: Request to approve professional services agreement authorization to greater than $1,000,000 on the David Evans and Associates, Inc. professional services agreement for the US-95, McArthur Lake, Boundary County

The purpose of this project is to improve safety on US-95 near McArthur Lake/Deep Creek between Sandpoint and Bonners Ferry by reconstructing the existing two-lane section, adding wider shoulders, replacing a width restricted bridge, and providing an animal underpass.

In March 2023, through Request for Proposals (RFP), David Evans and Associates, Inc. was selected to provide Construction, Engineering, and Inspection (CE&I) services.

The CE&I agreement amount for the 2023 construction season was $739,353. The second CE&I agreement covering the early portion of the 2024 season (April through May) was $257,727, bringing the total agreement amount to $997,080.

A supplemental agreement has been negotiated to continue CE&I services from June through completion of construction and closeout of the project. The negotiated cost of this supplemental CE&I agreement is $618,882, bringing the total agreement amount to $1,615,962. This is approximately 13.5% of the programmed construction funding.

Currently, there is $1,970,000 obligated for construction services by consultants. Due to other consultants’ works on this project, there is a shortfall of obligated funds of $180,000. District 1 is working to identify remaining funds to complete this agreement. No agreement will be written without enough obligated funding.
DATE: April 26, 2024

TO: Monica Crider, PE
State Design Engineer

FROM: Brian McCarthy
ACHD Project Management
Supervisor

RE: Request to approve professional services agreement authorization to greater than $1,000,000 on the Parametrix, Inc. professional services agreement for the Access to Opportunity, ACHD

The purpose of this project is to improve access and connectivity through enhancing multi-modal links in Garden City, Boise Bench, and Central Bench neighborhoods. Design goals include completing sidewalk gaps, signalizing pedestrian crossings, making all pedestrian facilities compliant with current ADA/PROWAG standards, building multi-use paths and designated bike facilities for bicyclists, upgrading transit bus stops, modernizing railroad crossings, improving pavement conditions, and evaluating green stormwater infrastructure to prevent runoff from entering the Boise River.

In January 2024, through Request for Proposals (RFP), Parametrix, Inc. was selected to provide design services.

Preliminary engineering and infrastructure assessments, National Environmental Policy Act (NEPA) studies, rights-of-way (ROW) plans, and final design engineering will be completed for five (5) separate bundled projects. Negotiated cost of services for Phase 1 is $6,459,500, the awarded amount for ACHD’s Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Planning Grant.

This project is funded by a federal grant for planning, engineering and design activities. The amount of federal-aid grant will not change, and the scope of work will be adjusted to match the grant.
RESOLUTION

WHEREAS, Board Policy 4001 requires the Idaho Transportation Board (Board) to authorize professional services agreements greater than $1,000,000 and each subsequent cost increase, work task agreements greater than $500,000, cumulative work task agreements on a project greater than $1,500,000, and consultant two-year work task agreement total greater than $1,500,000; and

WHEREAS, the Idaho Transportation Board has been provided details about each project requesting authorization; and

WHEREAS, funding will be committed to these agreements before they are executed.

NOW THEREFORE BE IT RESOLVED that the Board hereby grants the authority for professional service agreement(s) as noted in the following table:

<table>
<thead>
<tr>
<th>KEY NUMBER</th>
<th>PROJECT NAME</th>
<th>DISTRICT</th>
<th>TOTAL PREVIOUS AGREEMENTS</th>
<th>PREVIOUS AUTHORIZATION</th>
<th>THIS AUTHORIZATION REQUEST</th>
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<td>$6,459,500</td>
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1 Professional Agreements > $1M
2 Work Task Agreements > $500K
3 Cumulative Work Task Agreement for project > $1.5M
4 Consultant Two-year Work Task total > $1.5M
Meeting Date: May 16, 2024

No Presentation: Consent Item ☐ Informational Calendar Item ☐

Presentation: Informational ☐ Action with Resolution ☑ Time Needed: 10 min

<table>
<thead>
<tr>
<th>Presenter's Name</th>
<th>Presenter's Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jason Minzghor</td>
<td>District Engineer, District 6</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Preparer's Name</th>
<th>Preparer's Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ryan Day</td>
<td>Project Manager</td>
</tr>
</tbody>
</table>

Subject
Relinquishment of a portion of US-26 near Idaho Falls, Bonneville County

Key Number | District | Route Number |
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>21923</td>
<td>6</td>
<td>US-26</td>
</tr>
</tbody>
</table>

Background Information
History: District 6 staff has been working with Bonneville County to transfer a portion of US-26 to local jurisdiction since 2022.

Request: ITD and Bonneville County staff have negotiated that ITD will pay to construct Jct. Hitt Road (25th E.) including Bonneville County’s portion of the project. Bonneville County agrees to take ownership of existing US-26 from Woodruff Ave (Mile Post 335.78) to Beaches Corner (Mile Post 338.23) effective after the completion of the Jct. Hitt Road (25th E.) and US-20/US-26 Connector projects. With the Department paying the full cost of the Jct. Hitt Road (25th E.) project, there will be no payment to Bonneville County to take over ownership of US-26.

Funding: no additional funding will be required to complete this agreement.

March 30, 2022: District 6 staff met with the Board Subcommittee on State Highway System Adjustments (Subcommittee). The Subcommittee authorized District 6 staff to further explore the development of a new route (US-20/US-26 Connector) and start negotiations for relinquishment of the existing US-26 route in Bonneville County.

September 21, 2022: District 6 staff met with the Subcommittee. The Subcommittee authorized District 6 staff to present the Road Closure and Maintenance Agreement to the Bonneville County Commissioners for their approval with a supporting resolution for relinquishment.

April 25, 2024: The Subcommittee recommended approval of the Road Closure and Maintenance Agreement to the Idaho Transportation Board for its consideration.

Recommendations (Action items require a resolution)

Approval of the Road Closure and Maintenance Agreement and Official Minute.
Resolution on page 103.
RESOLUTION NO. 23-13
ROAD CLOSURE AND MAINTENANCE AGREEMENT FOR US HIGHWAY 26
BONNEVILLE COUNTY

WHEREAS, the Idaho Transportation Department has programed the “US20 to US26 Connector” project to address increased growth and rising traffic counts in Bonneville County;

WHEREAS, the Idaho Transportation Department requested the Board of Bonneville County Commissioners to take ownership of a portion of existing US Highway 26 after the completion of the new US20 to US26 Connector project;

WHEREAS, negotiations have been completed, a public hearing has been held and all other State statues, procedures and requirements have been addressed for the transfer of US highway 26 from the State to the County;

WHEREAS, the Idaho Transportation Department will continue to maintain the portion of roadway set to be relinquished via general repair and will have the roadway in a serviceable condition prior to the transfer from the State to the county;

WHEREAS, The Idaho Transportation Department has agreed to relinquish and abandon to Bonneville County consisting US-26 from milepost 335.78 (Idaho Falls city limits) to milepost 338.23 (or to the location the new route ties back to existing US-26), including the right of way appurtenant thereto, as depicted in Exhibit A attached hereto;

WHEREAS, upon approval by the Idaho Transportation Department Board, they will pay monies to construct the “Jct. Hitt Road (25th E.)” intersection project in Bonneville County. In lieu of cash payment for the roadway relinquishment of US Highway 26;

WHEREAS, Bonneville County now desires to pass this resolution pursuant to LC. §40-203B, consenting to the abandonment by the Idaho Transportation Department and accepting the jurisdiction of and responsibility for that portion of the existing road identified herein;

WHEREAS, Bonneville County and the Idaho Transportation Department will formalize their understanding by way of a Roadway Closure and Maintenance Agreement for US Highway 26; and,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF BONNEVILLE COUNTY, IDAHO AS FOLLOWS,

Bonneville County assents to the transfer of US Highway 26, as depicted in Exhibit A attached hereto, from Idaho Transportation Department to Bonneville County upon execution of the Roadway Closure and Maintenance Agreement for US Highway 26 and after the completion of the US20 to US26 Connector project.
Passed, approved this 15th day of November 2023, and adopted after the completion of the US20 to US26 Connector project.

BONNEVILLE COUNTY BOARD OF COMMISSIONERS

Roger S. Christensen, Chairman
Jonáthan D. Walker, Member
Bryon L. Reed, Member

ATTEST:

Penny Manning
County Clerk
Project #A022(689), US-20/US-26 connector, FY 2029 (Approximate project location.)

Project #A021(923), Junction Hitt Road (25th E.) FY 2026.

Existing US-26, Transfer to county ownership upon completion of project #A022(689), US-20/26 connector.

Exhibit A
Roadway Relinquishment

2023

Project Description
Proposed 25th E, FY26
Proposed US-20/US-26 connector, FY29

Mile Point Boundaries
ROAD CLOSURE AND MAINTENANCE AGREEMENT
A021(923)
US-26, JCT. HITT ROAD (25TH E)
BONNEVILLE COUNTY
KEY NO. 21923

PARTIES

This Agreement is made and entered into this 8th day of March 2023, by and between the IDAHO TRANSPORTATION DEPARTMENT, hereafter called the STATE, and BONNEVILLE COUNTY, hereafter called COUNTY.

PURPOSE

The STATE has programmed in FY 2026 the construction of Project No. A021(923), US-26, Jct. Hitt Road (25th E), Bonneville County, the project consists of replacing the signal at US-26 and 25th E, along with reconstructing a portion of 25th E to a five lane roadway and seven lanes at the intersection. The construction would also include a signal at Iona Road and 25th E, and placing a raised median at US-26 and Iona Road as shown in the attached Exhibit A.

The STATE also programmed in FY 2029 the construction of Project No. A022(689), US-20/US-26 Connector, Bonneville County, the project consist of relocating US-26 and constructing a new route along or near Telford Road (49th N) from US-20 to US-26 (St Leon IC to Beeches Corner) as shown in the attached Exhibit B.

Construction of these two projects will require the relinquishment of certain roads to the local jurisdiction, as shown on the attached Exhibit B and made part of this Agreement. This Agreement is entered into pursuant to Idaho Code, Section 40-203B.

The Parties agree as follows:

SECTION I: That the State will:

1. Construct and assume all costs of right-of-way acquisition, construction and engineering necessary to complete the work of this project, excepting those items hereafter stated as obligations of the County in accordance with the attached Exhibit A. If the project A021(923) is not ultimately constructed, this agreement will be null and void.

2. During construction of this project, install and maintain proper signing necessary to guide and regulate motorists traveling US-26 and 25th E. The signing shall conform to the Manual on Uniform Traffic Control Devices for Streets and Highways as adopted by the State.

3. Designate the new route Project No. A022(689) US-20/US-26 Connector, as shown on Exhibit B, as US-26, along or near Telford Road (49th N) from US-20 to US-26 (St Leon IC to Beeches Corner).
4. Maintain the portion of US-26 to be relinquished to the County until the new route is completed under Project No. A022(689) and traffic diverted onto the new roadway.

5. Not guarantee that Federal funds herein sought are available or will be made available. In the event Federal funds are unavailable for this project, this agreement shall be voided.

6. After the construction of Project No. A022(689) is completed, with a full connection to US-20, relinquish and abandon to the County by official notification from the Idaho Transportation Board, the following streets as shown in concept on Exhibit B:

- Existing US-26 from milepost 335.78 (or Idaho Falls city limits) to milepost 338.23 or to the location the new route ties back to existing US-26, including the right-of-way appurtenant thereto, as shown on Exhibit B, as of the date set by the Idaho Transportation Board.

7. Submit to the FHWA an application to adjust the status of the relinquishment portion of US-26 to remove the National Highway System designation and/or adjust the functional classification based on the impacts of the realignment.

SECTION II: That County will:

1. Consent to the abandonment by the State and, upon acceptance of the completed project by the State, accept the jurisdiction of and responsibility for, in full and every respect, that portion of existing US-26 between MP 335.78 (or Idaho Falls city limits) and MP 338.23 or to the location the new roadway ties back to existing US-26, including the right-of-way appurtenant thereto, as shown on Exhibit B, as of the date set by the Idaho Transportation Board.

2. Continue to maintain 25th E (Hitt Road) as a local road before and after construction of Project No. A021(923), and Maintain, erect or install, within the limits of this project, any traffic control devices, including signs, in conformity with the Manual on Uniform Traffic Control Devices for Streets and Highways, as adopted by the State.

3. After US-26 is relinquished to the County the County shall maintain, erect or install, within the limits of this project, any traffic control devices, including signs, in conformity with the Manual on Uniform Traffic Control Devices for Streets and Highways, as adopted by the State.

SECTION III: Approval and Effect

1. This Agreement will become effective when it is signed by all parties and then reviewed and approved by the Idaho Transportation Board.

EXECUTION
This Agreement is executed for the State by its Chief Engineer; and executed for County by the Board of Commissioners, attested to by the County Clerk, with the imprinted corporate seal of Bonneville County.

IDAHO TRANSPORTATION DEPARTMENT

APPROVED

____________________
Chief Engineer

RECOMMENDED BY:

____________________
District Engineer

ATTEST:

____________________
County Clerk

(SEAL)

By regular/special meeting on

____________________
3/16/03

BONNEVILLE COUNTY
BOARD OF COMMISSIONERS

____________________
Chairman

____________________
Commissioner

____________________
Commissioner
INSTALL RAISED MEDIAN AT US-26 AND IONA ROAD.

REMOVE ROUNDABOUT AND INSTALL SIGNAL AT 25TH EAST AND IONA ROAD. CONSTRUCT 25TH EAST WITH ONE LEFT TURN BAY, TWO THROUGH LANES, TWO RECEIVING LANES, AND ONE RIGHT TURN BAY (NORTHBOUND ONLY). CONSTRUCT IONA ROAD WITH ONE LEFT TURN BAY, ONE THROUGH/RIGHT TURN LANE AND ONE RECEIVING LANE.

REPLACE SIGNAL AT US-26 AND 25TH EAST. CONSTRUCT 25TH EAST WITH TWO LEFT TURN BAYS, TWO THROUGH LANES, ONE RIGHT TURN BAY, AND TWO RECEIVING LANES.

US-26 LANE CONFIGURATION WILL BE UNCHANGED.
Project #A022(689), US-20/US-26 connector, FY 2029 (Approximate project location.)

Project #A021(923), Junction Hitt Road (25th E.) FY 2026.

Existing US-26. Transfer to county ownership upon completion of project #A022(689), US-20/26 connector.

Project Description
- Existing US-26
- Proposed 25th E, FY26
- Proposed US-20/US-26 connector, FY 29

Mile Point Boundaries

Exhibit B
Roadway Relinquishment

Coordinate System: IDTM83

2022

© 2022 Microsoft Corporation Earthstar Geographics SIO © 2022
TomTom, BonnevilleGIS, Esri, HERE, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, Bureau of Land Management, EPA, NPS, USDA
OFFICIAL MINUTE

WHEREAS, a portion of US-26 in Bonneville County just outside the city limits of Idaho Falls as shown in Exhibit B attached hereto; and

WHEREAS, Bonneville County desires to maintain and manage this portion of roadway as a local road and has agreed to assume control, jurisdiction of and responsibility for, the former US-26 as shown in Exhibit B of the Road Closure and Maintenance Agreement; and

WHEREAS, Bonneville County has accepted Road Closure and Maintenance Agreement in a public meeting on March 8, 2023; and

WHEREAS, Bonneville County has passed and recorded an approved resolution (#23-13) on November 15, 2023 to enter into said Road Closure and Maintenance Agreement with the Department.

NOW THEREFORE BE IT RESOLVED, that existing US-26 from Woodruff Ave (Mile Post 335.78) to Beaches Corner (Mile Post 338.23) as shown in Exhibit B, be and hereby is removed from the State Highway System and relinquished to Bonneville County effective after the completion of the Jct. Hitt Road (25th E.) and US-20/US-26 Connector projects.

RECOMMEND:

Planning Services Manager

APPROVED:

Chief Engineer

IDAHO TRANSPORTATION BOARD

__________________________
Chairman

__________________________
Vice Chair

__________________________
Member

__________________________
Member

__________________________
Member

__________________________
Member

__________________________
Member
On this ________________ day of ________________, 2024 before me the undersigned, a Notary Public in and for said State, personally appeared, Bill Moad, Julie DeLorenzo, James R. Thompson, Gary Osborn, Mitch Watkins, John Bulger, and Robert Hoff, known to me to be the Chairman, Vice Chairman, and Members, respectively, of the Idaho Transportation Board of the State of Idaho, which Idaho Transportation Board executed the within instrument, and acknowledged to me that the said Idaho Transportation Board of the State of Idaho executed the same for the State of Idaho.

IN WITNESS, WHEREOF, I have hereunto set my hand and affixed my official seal the day and year in this certificate first above written.

___________________________________
Notary Public for Idaho
Residing in Boise, Idaho

Commission Expires: ________________
RESOLUTION

WHEREAS, Department staff and Bonneville County have drafted and signed a Road Closure and Maintenance Agreement to transfer existing US-26 from Woodruff Ave (Mile Post 335.78) to Beaches Corner (Mile Post 338.23); and

WHEREAS, ITD has held a public hearing January 17, 2023 regarding the transfer of ownership and finding no significant opposition; and

WHEREAS, Bonneville County has signed the Road Closure and Maintenance Agreement at its public meeting on March 8, 2023; and

WHEREAS, Bonneville County has passed and recorded an approved resolution (#23-13) on November 15, 2023 to enter into said Road Closure and Maintenance Agreement with the Department; and

WHEREAS, Department staff and Bonneville County staff or representative have negotiated that ITD will pay to construct Jct. Hitt Road (25th E.) including Bonneville County’s portion of the project. Bonneville County agrees to take ownership of existing US-26 from Woodruff Ave (Mile Post 335.78) to Beaches Corner (Mile Post 338.23) effective after the completion of the Jct. Hitt Road (25th E.) and US-20/US-26 Connector projects; and

WHEREAS, Department staff has met with the Transportation Board’s Subcommittee on State Highway System Adjustments, and the subcommittee passed a motion to present the State Highway System adjustment to the Board with a recommendation to approve it.

NOW THEREFORE BE IT RESOLVED, that the Board approves the existing US-26 from Woodruff Ave (Mile Post 335.78) to Beaches Corner (Mile Post 338.23) as shown in Exhibit B, be and hereby is removed from the State Highway System and relinquished to Bonneville County effective after the completion of the Jct. Hitt Road (25th E.) and US-20/US-26 Connector projects.
Meeting Date  May 16, 2024

No Presentation:  Consent Item ☐  Informational Calendar Item ☐

Presentation:  Informational ☐  Action with Resolution ☑  Time Needed:  5 mins

<table>
<thead>
<tr>
<th>Presenter's Name</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Damon Allen</td>
<td>District 1, District Engineer</td>
</tr>
<tr>
<td>Preparer's Name</td>
<td>Preparer's Title</td>
</tr>
<tr>
<td>Marvin Fenn</td>
<td>D1, Engineering Manager</td>
</tr>
</tbody>
</table>

Subject

Add project to the FY24 ITIP Pavement Preservation Program

<table>
<thead>
<tr>
<th>Key Number</th>
<th>District</th>
<th>Route Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td>I-90B, Exit 5 Spokane St. Business Loop</td>
</tr>
</tbody>
</table>

Background Information

The District wishes to add a project to the program, adding an additional 0.2 miles of the Spokane Street Business Loop to an existing paving contract that the City of Post Falls has on their local portion of Spokane St.

The District has been experiencing a high level of roadway maintenance on the I-90 Business Loop from the I-90/Spokane Street Interchange (Exit 5) to the Spokane St./Seltice St. intersection. In December of 2023, the Idaho Transportation Board awarded the City of Post Falls a 2023 Strategic Initiatives Program Local Transportation Grant to perform roadway rehabilitation on Spokane Street from the Spokane River Bridge to the I-90 Exit 5 Interchange.

The District wishes to add this segment of roadway to the work being performed by the City of Post Falls. This request would add 0.2 mile of the Spokane Street Business Loop to the City of Post Falls contract. The Department would enter into a cooperative agreement with the City of Post Falls and pay the City a lump sum of $700,000 to be ITD’s portion of cost for design, inspection, materials, and labor for the pavement rehabilitation work.

Recommendations  (Action items require a resolution)

Approve expenditure of $700,000 for ITD’s share of project with FY24 end-of-year funds, statewide balancing, and add a project to FY24 of the FY24-30 ITIP to fund the project. Resolution on page 105.
D1 Board Request to Add Pavement Restoration Work

City of Post Falls LTGP Grant
RESOLUTION

WHEREAS, the Idaho Transportation Board is authorized to expend funds appropriated for construction, maintenance, and improvement of state highways; and

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

WHEREAS, ITD will enter into a state/local agreement to share project costs with the City of Post Falls for extending the Spokane Street roadway rehabilitation project.

NOW THEREFORE BE IT RESOLVED, that the Board approves $700,000 in funding for the ITD portion of the project from the FY24 end-of-year balance of the Highway Transportation Program, and to add a project to FY24 of the FY24-30 ITIP.

BE IT FURTHER RESOLVED, that the Board authorizes staff to enter into an agreement with the City of Post Falls for the completion of the Spokane St. Business Loop rehabilitation improvement project.
Meeting Date: May 16, 2024

No Presentation: Consent Item □ Informational Calendar Item □
Presentation: Informational □ Action with Resolution □ Time Needed: 5 mins

Presenter's Name: Brad Wolfinger
Presenter's Title: Project Manager II
Preparer's Name: Brad Wolfinger
Preparer's Title: Project Manager II

Subject: Add Pavement Projects to FY25 in the FY24-FY30 Approved ITIP

Key Number
Multiple
District
Multiple
Route Number
Multiple

Background Information:

Board Policy 4011 and Administrative Policy 5011 provide authorization to add, remove, advance and delay projects in the Idaho Transportation Investment Program (ITIP).

The purpose of this Board item is to provide a recommendation for approval of the addition of five new pavement maintenance projects that will utilize FY25 State funds to immediately address critical areas of deteriorating pavement identified by the Districts.

These projects and the funding utilized will be part of the Recommended FY25-FY31 ITIP that will be presented to the Board in June.

Utilizing FY25 State funds allows for construction during the 2024 construction season consistent with the Department's effort to address pavement conditions.

The following is the list of proposed projects:

<table>
<thead>
<tr>
<th>District</th>
<th>Key #</th>
<th>Route</th>
<th>Project Name</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>D1</td>
<td>24660</td>
<td>I 90</td>
<td>I 90, SOUTH RV RD to KINGSTON I.C., SHOSHONE CO</td>
<td>$4.0 M</td>
</tr>
<tr>
<td>D2</td>
<td>24697</td>
<td>US 95</td>
<td>MOSCOW PAVEMENT REPAIRS</td>
<td>$2.5 M</td>
</tr>
<tr>
<td>D3</td>
<td>24667</td>
<td>I 84</td>
<td>I 84, INTERSTATE MP 89-90, ELMORE CO</td>
<td>$2.0 M</td>
</tr>
<tr>
<td>D4</td>
<td>24668</td>
<td>SH 75</td>
<td>BELLEVUE CITY PAVEMENT REPAIR</td>
<td>$1.6 M</td>
</tr>
<tr>
<td>D5</td>
<td>24672</td>
<td>SH 36</td>
<td>MP 10 TO STRAWBERRY SPRING</td>
<td>$2.0 M</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Total</td>
<td>$12.1 M</td>
</tr>
</tbody>
</table>

Recommendations (Action items require a resolution)

Approval of the Resolution on Page 107.
RESOLUTION

WHEREAS, the Idaho Transportation Board supports the Idaho Transportation Department’s mission of safety, mobility, and economic opportunity; and

WHEREAS, it is in the public's interest for the Department to publish and 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, and local funding; and

WHEREAS, Board Policy 4011 directs the Department to establish and maintain a seven-year ITIP that effectively and fully utilizes all available transportation improvement funds; and

WHEREAS, Board Policy 4011 authorizes the Director to add/remove or advance/delay projects to certain programs, and also requires Board approval for mid-year changes to existing projects in the ITIP which involve major scope or delivery changes; and

WHEREAS, a list of new FY25 projects have been identified as beneficial to add to the FY24-FY30 ITIP, and be constructed one year early utilizing available FY25 State funds.

NOW THEREFORE BE IT RESOLVED, that the Idaho Transportation Board approves the addition of five new District priority pavement projects to the FY24-FY30 ITIP utilizing available FY25 State funds as summarized in the table below.

<table>
<thead>
<tr>
<th>District</th>
<th>Key #</th>
<th>Route</th>
<th>Project Name</th>
<th>Cost</th>
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<td>SH 36</td>
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<td>$2.0 M</td>
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Total $12.1 M
Meeting Date  May 16, 2024

No Presentation:  Consent Item ☐  Informational Calendar Item ☐

Presentation:  Informational ☐  Action with Resolution ☒  Time Needed:  20 min

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<tr>
<td>Caleb Forrey</td>
<td>Freight Program Manager</td>
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Subject

Truck Parking Research Report

Background Information

Since the passing of the Moving Ahead for Progress in the 21st Century (MAP-21) legislation, truck parking has become a nationwide topic of interest among commercial drivers, industry leaders, the Federal government, and States. MAP-21 established eligibility for truck parking funding under different programs. Currently, $300 million has been identified in the Infrastructure Investment and Job’s Act’s (IIJA) Infrastructure for the Rebuilding America program nationwide. Also, specified in MAP-21 is the Jason’s Law survey that was published in 2015, 2019, and will be forthcoming in the Fall of 2024.

The State Planning and Research (SPR) program funded a 1-year Truck Parking Research Report to look at the availability and need for truck parking in Idaho. ITD hired HDR, Inc. to conduct the year long research report that was completed in November 2023. The presentation to the Idaho Transportation Board will provide the results of the research report and will inform on other plans and strategies developed by ITD.

The report includes key stakeholders input from the Freight Advisory Committee (FAC), the Trucking Advisory Council (TAC), the Idaho Trucking Association (ITA), Idaho State Police (ISP), and the Federal Highway Administration (FHWA). Some of the takeaways included: Idaho has a good mix of public and private parking availability, the data analysis provided feedback on some unauthorized parking locations including on and off ramps, Idaho’s peak parking demand hours along with mid-week high demand align with national trends, and Idaho has some opportunities to strategically improve aspects of the truck parking utilization conversation happening nationwide.

The report recommendations are outlined in the attached executive summary and on pages 110-114 of the handout report. The recommendation are in three target areas:

1. Projects – increase truck parking in strategic locations, invest in a Truck Parking Information and Management System (TPIMS), and develop truck parking location in concurrence with existing roadway projects.

2. Programs – Expand the Idaho Oasis Partnership Program, create a statewide rest area improvements plan that includes truck parking expansion, and engaging with truck stop operators.

3. Policy - Develop agreements and policies with surrounding states, assist regional cities and rural towns in accommodating truck parking, and work with local officials to expand parking in brownfield reuse areas, large retail lots, fairgrounds, sports facilities, and park-and-ride locations.
TRUCK PARKING RESEARCH PROJECT

November 2023, HDR, INC.

Introduction and Challenges

Truck parking has become a nationwide topic stemming from industry leaders, drivers, and as a result of Jason’s Law which was part of the 2012 Moving Ahead for Progress in the 21st Century Act (MAP-21). Jason’s Law provided a nationwide survey of states parking capacities (inventories), truck volumes, parking locations, and additional metrics. Many of the outcomes presented in the Jason’s Law Truck Parking Survey Results and Comparative Analysis were consistent with what was found in the Idaho Truck Parking Research Study. Primarily, *Idaho has sufficient truck parking to meet the demand*. There are, however, a couple of challenges that should be mentioned that were presented in the Study:

a. Specific corridors within Idaho were identified for meeting demand and, in some instances, demand exceeding capacity: I-90 in North Idaho, I-84 and I-86 in Southwest Idaho, and the I-15 corridor in East Idaho.

b. ITD should look at working with industry to develop a strategy for adding additional parking and, potentially deploying notification technology into current infrastructure as demand continues to grow.

Stakeholder Engagement

The study solicited feedback from the Freight Advisory Committee (FAC), the Truck Advisory Council (TAC), Idaho State Police (ISP), Metropolitan Planning Organizations (MPO), the Idaho Trucking Association (ITA), and several trucking firms throughout Idaho. In addition to soliciting feedback, HDR, Inc. met regularly with a Technical Advisory Committee (TAC) throughout the year-long Study. Members represented the Idaho Transportation Department (ITD), ITA, industry, and the Federal Highway Administration (FHWA).

Utilization and Needs Assessment

The Study relied on five different data sources for the capacity and utilization analysis. Here is Figure 4.1 from the Study:
As a result of the data utilization analysis, the Needs Assessment provided some overall clarity:

- Idaho has a good mix of public and private parking availability that is distributed statewide.
- The analysis provided feedback on unauthorized parking locations in areas that may not be meeting demand. Specifically, highway on and off ramps.
- Unconventional locations like ‘big-box stores’ and empty lot locations may provide parking availability solutions in strategic areas.
- Idaho’s peak parking demand hours align with the national trend (12 p.m. – 12a.m.) along with mid-weekday parking being in high demand.
- Idaho has an opportunity to strategically improve aspects of the truck parking utilization conversation happening nationwide.

Recommendations

In conjunction with the Needs Assessment, HDR, Inc also provided some recommendations for the Idaho Transportation Department. The research recommended three focus areas:

1. Projects –
   a. Create or increase parking at strategic locations adjacent to existing rest areas, port-of-entry facilities, or right-of-way owned by ITD.
   b. Invest in Truck Parking Information and Management Systems (TPIMS) or, more broadly, truck parking technology. This could include mobile alerts when parking spaces become available along with roadside Variable Message Signs (VMS) indicating spaces available and the distance to those locations. In addition to communicating the availability, this technology has the potential to increase the efficiency of truck parking by advertising what is available.
   c. Consider truck parking when planning and developing new or existing roadway projects.

2. Programs –
   a. The study states, ‘The objective of programs is to maximize the public benefit of truck parking investments while minimizing risks of monetary loss and time efficiency for drivers.’ Some of those programs include engaging with truck stop operators, creating a statewide rest area improvement plan to include expansion for more truck parking, and public-private partnerships to encourage development in strategic areas.
   b. Expand the Idaho Oasis Partnership Program.
   c. Maximize funding opportunities that are made available through Jason’s Law. A few examples are: the Surface Transportation Block Grant Program (STGB), National Highway Freight Program (NHFP), Highway Safety Improvement Plan (HSIP), Carbon Reduction Plan (CRP), Congestion Mitigation and Air Quality Improvement Plan (CMAQ), Innovative Technology Deployment (ITD), etc.

3. Policy –
   a. Consider developing agreements and policies with surrounding states to coordinate solutions and investments.
   b. Create model ordinance language to help regional cities and rural towns accommodate truck parking.
   c. Consider working with local officials to expand parking in brownfield re-use areas, large retail lots, fairgrounds, sports facilities, park-and-ride locations, etc.
RESOLUTION

WHEREAS, it is in the public interest and truck driver’s safety for the Department to adopt enhancements to Idaho’s Truck Parking infrastructure; and

WHEREAS, the Moving Ahead for Progress in the 21st Century (MAP-21) legislation, truck parking has become a nationwide topic of interest among commercial drivers, industry leaders, the Federal government, and States; and

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

WHEREAS; ITD is prepared to implement the recommendation of the 2023 Idaho Truck Parking Report.

NOW THEREFORE BE IT RESOLVED, that the Board approves the 2023 Idaho Truck Parking Report and directs the Department to implement the Report’s truck parking investment recommendations as presented.
Meeting Date 05/16/2024

No Presentation: Consent Item ❏  Informational Calendar Item ❏

Presentation: Informational ❏  Action with Resolution ☑  Time Needed: 15 min

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<tr>
<td>Shauna Miller</td>
<td>Senior Transportation Planner</td>
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<tr>
<td>Shauna Miller</td>
<td>Senior Transportation Planner</td>
</tr>
</tbody>
</table>

Subject
City of Twin Falls Applicant Eligibility for FTA Urbanized Area

Key Number District Route Number
4

Background Information
Based on the 2020 Census, the Twin Falls area is now located in a small urbanized area (UZA) (population of 50,000-199,999). This change will impact the City of Twin Falls and any other providers of public transportation in the small UZA, by shifting the eligibility of funding. Such public transit providers will be eligible in FY 2024 to receive funding under the Federal Transit Administration’s (FTA) Section 5307 Urbanized Area Formula Program and potentially other urban-focused formula programs. For small UZAs, funding will be apportioned to the State to support the transit needs of the small UZA, as well as other small UZAs in the state.

Per Idaho Code 40-528, Idaho Transportation Department and its director are the designated recipients for the FTA funding for the rural transit program and the small urban transit program within the state of Idaho.

The Idaho Transportation Board serves as the designated body for approving the recognition of eligible applicants for FTA Urbanized Area Funding.

The Magic Valley Metropolitan Planning Organization (MVMPO) was recognized as the official metropolitan planning organization for the Twin Falls urbanized area by Governor Little on December 8, 2023. On April 15, 2024, the MVMPO requested that the City of Twin Falls become the recognized eligible applicant for the FTA urbanized area funding.

Recommendations (Action items require a resolution)
Approval of the recognition of the City of Twin Falls as the eligible applicant for the Federal Transit Administration urbanized area funding in the Twin Falls urbanized area.
Resolution on page 116.
December 8, 2023

Magic Valley area MPO Stakeholders
c/o The Honorable Ruth Pierce
Mayor of the City of Twin Falls
203 Main Avenue East
Twin Falls, Idaho 83301

RE: Designation of the Metropolitan Planning Organization for the Twin Falls Urbanized Area

Dear Magic Valley area MPO Stakeholders,

On behalf of the State of Idaho, I hereby designate the Magic Valley Metropolitan Planning Organization (MVMPO) as the official metropolitan planning organization (MPO) for the Twin Falls urbanized area to carry out the transportation planning processes, including 23 USC 134, 49 USC 5303, 23 CFR 450 and any other relevant federal or state law.

Congratulations and thank you for the leadership and teamwork shown by the members of the MVMPO. The City of Kimberly, Hillsdale Highway District, Idaho Transportation Department – District 4, Jerome County, Jerome Highway District, Twin Falls County, Twin Falls Highway District, and the City of Twin Falls are to be commended for the considerable effort to establish the MPO that will provide for the transportation planning needs of the area.

I want to convey my best wishes and high hopes to your organization as it works to successfully undertake the many tasks involved in transportation planning in the area.

Sincerely,

Brad Little
Governor

Cc: Burke Davidson, Mayor, City of Kimberly
Keith Mills, Director, Hillsdale Highway District
Jesse Barrus, District Engineer, Idaho Transportation Department – District 4
Charles Howell, Commissioner, Jerome County
Bud Rasmussen, Director of Highways, Jerome Highway District
Don Hall, Commissioner, Twin Falls County
David Burgess, Commissioner, Twin Falls Highway District
Scott Stokes, Director, Idaho Transportation Department
Dan McElhinney, Chief Deputy Director, Idaho Transportation Department
Amy Schroeder, Division Administrator, Idaho Transportation Department
Peter Hartman, Division Administrator, Federal Highway Administration
Susan Fletcher, Regional Administrator, Federal Transit Administration
April 15, 2024

Ron Duran  
Idaho Department of Transportation - Public Transportation  
P.O. Box 7129  
Boise, Idaho 83707-1129

Dear Ron,

As the federally designated Metropolitan Planning Organization for the Twin Falls urbanized area, the Magic Valley Metropolitan Planning Organization requests that the City of Twin Falls be the designated recipient of FTA Section 5307 funds in accordance with the Federal Transit Act [49 USC Section 5307(a)(2)].

Sincerely,

[Signature]

Ruth Pierce, Policy Board Chair  
Magic Valley Metropolitan Planning Organization

Cc: Mandi Thompson, Assistant to the City Manager, City of Twin Falls  
Maxine Durand, Transit Coordinator, City of Twin Falls
WHEREAS, Idaho Transportation Department and its director are the designated recipients for the federal transit administration funding for the rural transit program and the small urban transit program within the state of Idaho; and

WHEREAS, the Idaho Transportation Board serves as the designated body for approving the recognition of eligible applicants for Federal Transit Administration Urbanized Area Funding; and

WHEREAS, the Magic Valley Metropolitan Planning Organization has chosen the City of Twin Falls to become the eligible applicant for the Federal Transit Administration Urbanized Area Funding in the District 4 Small Urban Area.

NOW THEREFORE BE IT RESOLVED, that the Board approves the recognition of the City of Twin Falls as the eligible applicant for Federal Transit Administration Urbanized Area Funding for District 4.
Meeting Date  May 16, 2024

No Presentation:  Consent Item  □  Informational Calendar Item  □

Presentation:  Informational  □  Action with Resolution  ☑  Time Needed:  15

<table>
<thead>
<tr>
<th>Presenter's Name</th>
<th>Presenter's Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Shauna Miller</td>
<td>Senior Transportation Planner</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Preparer's Name</th>
<th>Preparer's Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Shauna Miller</td>
<td>Senior Transportation Planner</td>
</tr>
</tbody>
</table>

Subject

Public Transportation 2024-2026 Congressional Application Funding Recommendations

<table>
<thead>
<tr>
<th>Key Number</th>
<th>District</th>
<th>Route Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>N/A</td>
<td>STATEWIDE</td>
<td>N/A</td>
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Background Information

ITD-Public Transportation Office issued a Congressional competitive application process for the following programs:

5310 Enhanced Mobility of Seniors and Individuals with Disabilities, 5311 Formula Grant for Rural Areas, 5339 Bus and Bus Facilities, and the Vehicle Investment Program (VIP).

Using Federal Transit Administration scope eligibility and priorities, ITD-PT staff made funding recommendations for the applications.

On April 25, 2024, the ITD-PT staff presented subrecipient grant applications to the Public Transportation Advisory Council (PTAC), and asked for their comments and concurrence on funding recommendations.

ITD-PT seeks approval from the Idaho Transportation Board on the two-year awards for the applications, which will become available upon approval from the Federal Transit Administration. All funding agreements will begin October 1, 2024.

Per Board Policy 4038, the Public Transportation Officer hereby brings forth the aforementioned funding recommendations and requests the Idaho Transportation Board's approval of proposed recommendations.

Recommendations  (Action items require a resolution)

Approval of public transportation funding recommendations in the amount of $26,602,536 for the 2024-2026 rural awards.

Resolution on page 120.
### 5310 Elderly & Disabled Program

<table>
<thead>
<tr>
<th>District</th>
<th>Applicant</th>
<th>Score</th>
<th>Scope</th>
<th>Federal Request</th>
<th>Recommendation</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Kootenai County</td>
<td>89</td>
<td>Purchase of Service</td>
<td>$160,000</td>
<td>$160,000</td>
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<tr>
<td>2</td>
<td>Interlink</td>
<td>0</td>
<td>Operations</td>
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<td>Ineligible Project</td>
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<tr>
<td>2</td>
<td>DAC</td>
<td>90</td>
<td>Purchase of Service</td>
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<tr>
<td>3</td>
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<td>Operations</td>
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<tr>
<td>3</td>
<td>Parma Sr Ctr</td>
<td>73</td>
<td>Operations</td>
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<td>$0</td>
<td>No previous operating funds</td>
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<td>TVT</td>
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<td>Purchase of Service</td>
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<td>$256,000</td>
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<tr>
<td>3</td>
<td>VRT (Late)</td>
<td>85</td>
<td>Purchase of Service</td>
<td>$315,070</td>
<td>$140,346</td>
<td>Late submission allowed due to extenuating circumstances</td>
</tr>
<tr>
<td>4</td>
<td>LINC</td>
<td>92</td>
<td>Purchase of Service</td>
<td>$334,820</td>
<td>$334,820</td>
<td>Will use $35,508 of previous unspent funds</td>
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<tr>
<td>6</td>
<td>AVOT</td>
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<td>Operations</td>
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**Total Available** $1,315,084  
**Total Recommended** $1,350,592  
**Remaining Balance** $-35,508

### 5311 Rural Area Formula Program

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<tr>
<th>District</th>
<th>Applicant</th>
<th>Score</th>
<th>Scope</th>
<th>Federal Request</th>
<th>Recommendation</th>
<th>Notes</th>
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<tbody>
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<td>1</td>
<td>Shoshone County</td>
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<td>Operations</td>
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<td>$1,715,739</td>
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<td>2</td>
<td>NPT</td>
<td>84.6</td>
<td>Operations</td>
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<td>$297,413</td>
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<td>SMART (Late)</td>
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<td>$1,599,290</td>
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<td>3</td>
<td>TVT</td>
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<td>4</td>
<td>MRTA</td>
<td>93.2</td>
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<tr>
<td>5</td>
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<td>Operations</td>
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<td>$1,582,789</td>
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<tr>
<td>6</td>
<td>Lemhi Ride</td>
<td>91.6</td>
<td>Operations</td>
<td>$395,590</td>
<td>$395,590</td>
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<td>6</td>
<td>START</td>
<td>87</td>
<td>Operations</td>
<td>$1,099,838</td>
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<tr>
<td>6</td>
<td>START GTR</td>
<td>86.6</td>
<td>Operations</td>
<td>$532,557</td>
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**Total Available** $17,187,506  
**Total Recommended** $17,187,506  
**Remaining Balance** $0
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<th>District</th>
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<th>Recommendation</th>
<th>Notes</th>
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<tr>
<td>1</td>
<td>Kootenai County</td>
<td>92</td>
<td>Replace 3 Buses</td>
<td>$420,750</td>
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<td>Difference due to corrected match rate</td>
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<td>90</td>
<td>Replace 2 Buses</td>
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<td>LTS</td>
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<td>3</td>
<td>ACHD</td>
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<td>3</td>
<td>City of McCall</td>
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<td>94</td>
<td>Purchase Van</td>
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<td>$34,448</td>
<td>Recommend funding difference through One-Time CARES Application</td>
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<td>TVT</td>
<td>91</td>
<td>Replace 4 ADA Vans</td>
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<td>TVT</td>
<td>95</td>
<td>Replace 9 Buses</td>
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<td>$0</td>
<td>Recommend funding through One-Time CARES Application</td>
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<td>94</td>
<td>Replace 5 Buses</td>
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<td>6</td>
<td>City of Driggs</td>
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<td>Purchase 1 Bus</td>
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<td>$88,000</td>
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<td>5</td>
<td>Franklin County Medical Center</td>
<td>75</td>
<td>15 Passenger Bus</td>
<td>$99,200</td>
<td>$99,200</td>
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<tr>
<td>6</td>
<td>AVOT</td>
<td>0</td>
<td>5 ADA Vehicles</td>
<td>$339,200</td>
<td>$0</td>
<td>Incomplete application, unable to score</td>
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</table>

<table>
<thead>
<tr>
<th>Total Available</th>
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<tr>
<td>Total Recommended</td>
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<td>Remaining Balance</td>
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### Vehicle Investment Program (VIP)

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<tr>
<th>District</th>
<th>Applicant</th>
<th>Score</th>
<th>Scope</th>
<th>Federal Request</th>
<th>Recommendation</th>
<th>Notes</th>
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</thead>
<tbody>
<tr>
<td>5</td>
<td>Franklin County Medical Center</td>
<td>75</td>
<td>15 Passenger Bus</td>
<td>$99,200</td>
<td>$99,200</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>AVOT</td>
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<td>5 ADA Vehicles</td>
<td>$339,200</td>
<td>$0</td>
<td>Incomplete application, unable to score</td>
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<table>
<thead>
<tr>
<th>Total Available</th>
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<tr>
<td>Total Recommended</td>
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<td>Remaining Balance</td>
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### Summary of Awards

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<tr>
<td>Recommended 5310</td>
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<tr>
<td>Recommended 5311</td>
<td>$17,187,506</td>
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<tr>
<td>Recommended 5339</td>
<td>$7,965,238</td>
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<tr>
<td>Recommended VIP</td>
<td>$99,200</td>
</tr>
<tr>
<td><strong>Total Recommended</strong></td>
<td><strong>$26,602,536</strong></td>
</tr>
</tbody>
</table>
WHEREAS, the Public Transportation Office is charged with soliciting, reviewing, 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 three Federal Transit Administration grants, the 5310 Elderly and Persons with Disabilities Program, 5311 Rural Formula Program, and 5339 Bus and Bus Facilities Program, and one State grant Vehicle Investment Program; and

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

NOW THEREFORE BE IT RESOLVED, that the Board acknowledges the projects proposed as submitted, and approves the rural funding amount of $26,602,536 for submittal to the Federal Transit Administration for final approval.

BE IT FURTHER RESOLVED, that these projects are submitted for inclusion in the FY24-30 Idaho Transportation Investment Program and programmed in FY25.
Meeting Date  May 16, 2024

No Presentation:  Consent Item ☐  Informational Calendar Item ☐

Presentation:  Informational ☐  Action with Resolution ☒  Time Needed:  5

<table>
<thead>
<tr>
<th>Presenter's Name</th>
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<tbody>
<tr>
<td>Shauna Miller</td>
<td>Senior Transportation Planner</td>
</tr>
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<table>
<thead>
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<th>Preparer's Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Shauna Miller</td>
<td>Senior Transportation Planner</td>
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</table>

Subject
Public Transportation 2024-2026 CARES One-Time Application Funding Recommendations

<table>
<thead>
<tr>
<th>Key Number</th>
<th>District</th>
<th>Route Number</th>
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<tbody>
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<td>STATEWIDE</td>
<td>N/A</td>
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</table>

Background Information
ITD-Public Transportation Office issued a one-time competitive application process for the 5311 CARES Relief Funding program.

Using Federal Transit Administration scope eligibility and priorities, ITD-PT staff made funding recommendations for the applications.

On April 25, 2024, the ITD-PT staff presented subrecipient grant applications to the Public Transportation Advisory Council (PTAC), and asked for their comments and concurrence on funding recommendations made by ITD-PT staff.

ITD-PT seeks approval from the Idaho Transportation Board on the two-year awards for the applications, which will become available upon approval from the Federal Transit Administration. All funding agreements will begin October 1, 2024.

Per Board Policy 4038, the Public Transportation Officer hereby brings forth the aforementioned funding recommendations and requests the Idaho Transportation Board's approval of proposed recommendations.

Recommendations  (Action items require a resolution)
Approval of public transportation funding recommendations in the amount of $5,681,872 for the 2024-2026 CARES One-Time funding awards.
Resolution on page 123.
<table>
<thead>
<tr>
<th>District</th>
<th>Applicant</th>
<th>Score</th>
<th>Scope</th>
<th>Federal Request</th>
<th>Recommendation</th>
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<td>3</td>
<td>TVT</td>
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<td>TVT</td>
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<td>3</td>
<td>TVT</td>
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<td>Purchase Van</td>
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<td>$112,527</td>
<td>Recommend funding difference through Congressional Application</td>
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<td>3</td>
<td>TVT</td>
<td>94</td>
<td>Replace 4 ADA Vans</td>
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<td>$0</td>
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<td>3</td>
<td>TVT</td>
<td>94</td>
<td>Replace 9 Buses</td>
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<tr>
<td>4</td>
<td>MRTA</td>
<td>93</td>
<td>NEMT Ops</td>
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<td>$350,000</td>
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<table>
<thead>
<tr>
<th></th>
<th>Total Available</th>
<th>$5,681,872</th>
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<tr>
<td>Total Recommended</td>
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<tr>
<td>Remaining Balance</td>
<td>$0</td>
<td></td>
</tr>
</tbody>
</table>
WHEREAS, the Public Transportation Office is charged with soliciting, reviewing, 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 the FTA 5311 CARES Relief funds; 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 as submitted and approves the rural funding amount of $5,681,872, for submittal to the FTA for final approval.

BE IT FURTHER RESOLVED, that these projects are submitted for inclusion in the FY24-30 Idaho Transportation Investment Program and programmed in FY25.
Meeting Date: May 16, 2024

No Presentation: Consent Item ☐ Informational Calendar Item ☐

Presentation: Informational ☑ Action with Resolution ☑ Time Needed: 5 mins

<table>
<thead>
<tr>
<th>Presenter's Name</th>
<th>Presenter's Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Shauna Miller</td>
<td>Senior Transportation Planner</td>
</tr>
</tbody>
</table>

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<thead>
<tr>
<th>Preparer's Name</th>
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<tr>
<td>Shauna Miller</td>
<td>Senior Transportation Planner</td>
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Subject

Public Transportation Advisory Council (PTAC) District 1 Appointment

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<th>Key Number</th>
<th>District</th>
<th>Route Number</th>
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Background Information

Background: The Public Transportation Advisory Council (PTAC) created per Idaho Code 40-514 to advise the Idaho Transportation Department on issues and policies regarding public transportation in Idaho. The council shall participate in planning activities, identify transportation needs, and promote coordinated transportation systems. Before setting programs and priorities, the council shall seek pertinent information, facts and data from local governments, agencies, and providers regarding rural public transportation issues.

The current PTAC District 1 member’s three-year term will end June 30, 2024, who is also the presiding chair. In order to fill the position, the Public Transportation (PT) Office solicited applications in early 2024. PT received one application - from the current member to reappoint. The application was reviewed by the PT Office and the remaining PTAC members.

At the April 25, 2024 meeting, the PTAC moved by unanimous consensus that the applicant meets qualifications to serve on the PTAC.

The applicant appointed will serve a term of July 1, 2024 through June 30, 2027.

ACTION: The Public Transportation Office hereby requests the Idaho Transportation Board reviews and selects the District 1 position.

Recommendations (Action items require a resolution)

Board approval of the attached resolution on page 134.
ITD – Public Transportation
Attn: Shauna Miller
2600 Frontage Road
Lewiston, ID 83501

RE: ITD Public Transportation Advisory Council (PTAC) Application – District 1

January 25, 2024

Dear Ms. Miller,

I am pleased to submit my application for reappointment to the ITD Public Transportation Advisory Council for District 1. I was appointed to PTAC by the ITD Board on April 18, 2019, served as Vice Chair from 2020 to 2023, and I was nominated by the members of PTAC to serve as Chair in 2023. As an active member of PTAC I look forward to this opportunity to continue to advise ITD on issues and policies regarding public transportation in Idaho.

My career as a civil engineer has been devoted to District 1 and I appreciate the relationships that have been developed through my service in the public and private sectors. As a representative of PTAC, I have worked with the District 1 Public Transportation providers and I have an understanding of the challenges and needs they face as they work to provide safe and efficient public transportation.

It is a pleasure to work with the ITD Public Transportation Manager, Ron Duran, his staff, and the other members of PTAC. Together, we have developed goals and actions for PTAC that align with ITD’s mission for safety, mobility, and economic opportunity. The strategic use of the CARES funding has greatly improved the financial sustainability of Public Transportation in Idaho and I am proud to have been a part of this process.

I have included letters of reference with my application which reflect my dedication to service on this council that is working to ensure the public transportation program is safe, financially stable, and capable to adjust to the changing transportation landscape in Idaho. Thank you for this opportunity and consideration of my application.

Respectfully,

[Signature]

Ryan J. Luttmann, PE
Public Transportation Advisory Committee (PTAC) Application Form

Required for Submission

Please include the following information:

- Cover Letter
- Letters of recommendation and/or references
- Conflict of Interest Statement (attached)
- Resume that includes work experience, educational background, and any other relevant experience.

Contact Information

Full Name:  Ryan Luttmann

Street Address:  607 W. Superior St.  City/State/Zip:  Sandpoint, ID  83864

Phone:  (208) 627-7775  Email:  rliuttmann@centurywest.com

Organization Affiliation (if any):

Name:  

Street Address:  

City/State/Zip: 

District you are applying for:

District 1  X  District 2  ___  District 3  ____  District 4  ____  District 5  X  District 6  ___
Conflict of Interest

As a member of the Public Transportation Advisory Council (PTAC), you will be leading and participating in meetings and processes related to public transportation.

This PTAC function requires that you fully disclose any real or potential conflict of interest that may influence or appear to influence your objectivity, judgment, or decisions. Based on the specific detail of any possible conflict of interest, you may be asked to recuse yourself from elements of the evaluation and recommendation process. If at any point you determine that a conflict of interest may exist, it is your responsibility to notify the presiding PTAC chair to determine the most appropriate action.

Examples of a conflict of interest, or the appearance of a conflict of interest, exist when a council member:

- Is directly or indirectly associated with the project applicant.
- Is employed, working as an intern, or considered for employment by the project applicant.
- Is a student or volunteer with the project applicant?
- Is providing, or intends to provide, direct or in-kind financial assistance related to the applicant or project application.
- Is elected to, appointed to, or employed by an organization that is providing, or intends to provide, direct or in-kind financial assistance to an applicant or the project application.
- Is a member of a committee or board, voting or otherwise, of the project applicant?
- Participated in the preparation of a submitted project application.
- Maintains an ownership position of any type, including securities or other evidences of debt, with the project applicant.
- Has a personal relationship with someone who has an interest in the project application.

The above examples and are not intended as a complete list. If you have any questions concerning possible conflicts of interest, contact Public Transportation Program Manager prior to signing this form.

I have read and fully understand this Conflict of Interest Statement (Attachment A) and will immediately advise the presiding PTAC Chair or the Public Transportation Program Manager of any potential conflict during my term on the PTAC.

Ryan Luttmann
Print Name

January 25, 2024
Date

Signature

Public Transportation Office ● 208 334-8533 ● itd.idaho.gov/pt
ABOUT:

Ryan brings 26 years of experience in planning, design and review of public infrastructure and transportation facilities. His career includes working in both private and public sectors giving him a broad range of experience. He has the ability to cooperate with multiple organizations to balance various perspectives and achieve an end result that benefits the communities that he serves. Ryan values the relationships he has developed over his career and emphasizes out-of-the-box thinking and the creation of a long-term solution that accounts for the best use of funds and resources.

EDUCATION:

UNIVERSITY OF IDAHO - MOSCOW, IDAHO, 1997
Bachelor of Science Degree in Civil Engineering

BOISE STATE UNIVERSITY - BOISE, IDAHO, 1992-1996
Undergraduate studies in Civil Engineering

PROFESSIONAL REGISTRATIONS:

Idaho Professional Civil Engineer, No. 10390

COMMUNITY INVOLVEMENT:

Public Transportation Advisory Council D1, Vice Chair, 2019-2023, Chair 2023-current

Rotary Club of Sandpoint, Past President 2004 & 2018, Member, 2016-current

Post Falls Community Volunteers, Member, 2015

Rotary Club of Post Falls, President Elect 2015, Member, 2013-2016

Leadership Coeur d' Alene, Member, 2013

Sandpoint Community Star Award, Recipient, 2004

Bonner County Area Transportation Team, Member, 2004-2012, 2016-2018

Idaho Association of County Engineers and Road Supervisors, 2004-2012

Bonner County Historical Society, Board Member, 2003-2005

Bonner County Local Emergency Planning Committee, Member, 2004-2012

Leadership Sandpoint, Member 2004
CAREER SUMMARY:

CENTURY WEST ENGINEERING, SANDPOINT, IDAHO
Idaho Office Supervisor/Senior Project Manager, February 2018 – Current

Works with municipal clients within District 1 as a consulting civil engineer and serves as the contract City Engineer for the City of Kootenai, City of Clark Fork, and the District Engineer for the Independent Highway District. As a Senior Project Manager, Ryan works with clients to determine the goals of engineering projects, develop project schedules, and determine the resources needed to accomplish the goals within the available project funds. Creating a detailed plan to achieve each stage of the project and leading a project team in the development of plans, specifications and estimates as well as various technical reports for public agency projects. Manages project schedules, budgets, and invoicing for engineering services. Reports regularly on the progress of the projects and presents at public meetings.

CITY OF SANDPOINT, SANDPOINT, IDAHO
Public Works Director/City Engineer, February 2016 – February 2018

Provided administrative and management duties over the Public Works Department, including water and wastewater systems and treatment facilities, street construction and maintenance, building services, street lighting, stormwater management, equipment fleet management, contract and grant administration, and department budgeting and capital improvement planning. Perform professional engineering duties, including project and plan review and approval, project design and management, and providing technical support to other City departments. Lead the solicitation and selection process for consulting engineering services, negotiate contracts and change orders, and coordinate engineering activities, work with other public agencies. Supervise the Water and Wastewater Supervisors, the Building Official and Street Supervisor and recruit, interview and select public works staff.

J-U-B ENGINEERS, INC., COUER D'ALENE, IDAHO
Area Transportation Manager/Senior Project Manager, April 2012 – February 2016

Performed business development and relationship building with municipal and private sector clients, proposal writing and interviewing for potential projects, and attending city council and planning and zoning commission meetings. Lead and managed a team of ground transportation engineers and support staff in the development of plans, specifications and estimates as well as various technical reports for public agency transportation projects. Management of project schedules, budgets, and invoicing for engineering services. Assigned tasks, projects and monitored assigned personnel. Recruited, interviewed, selected, trained, coached and motivated transportation professionals.

BONNER COUNTY, SANDPOINT, IDAHO
Director of Road and Bridge/County Engineer, July 2004 – April 2012

Assumed full management and leadership responsibility for Road and Bridge services, staff, facilities, and activities. Managed and participated in the development and administration of the annual operating budget for staffing, equipment, materials and supplies for approximately 685 centerline miles of roadway; directed, monitored, and approved expenditures; directed the preparation of and implemented budgetary adjustments as necessary. Managed the development and implementation of Road and Bridge goals, objectives, policies, and priorities; established appropriate service and staffing levels; allocated resources accordingly. Selected, trained, motivated, and evaluated personnel; provided and coordinated staff training; worked with employees to correct
deficiencies; implemented discipline or termination procedures. Developed and scheduled equipment purchase and replacement. Responded to and resolved difficult and sensitive inquiries and complaints. Maintained a cooperative working relationship with other agency staff in a similar field of service. Prepared and presented staff reports and other necessary correspondence. Represented Road and Bridge to other County departments, elected officials and outside agencies; interpreted and explained County policies, programs, and activities; negotiated and resolved sensitive, significant, and controversial issues. Met with staff to identify and resolve problems; assigned projects and areas of responsibility; reviewed and evaluated work methods and procedures. Prepared and updated policy and procedure manuals. Adhered to safe work practices and procedures. Directed, attended, and participated in meetings, attended workshops, conferences and classes to increase professional knowledge; served on committees as assigned.

Performed engineering duties relative to Bonner County Public Works. Developed stormwater management plans, traffic impact studies, construction plans and documents for agency approval for Bonner County projects. Worked with Idaho Department of Environmental Quality and other agencies to ensure compliance with site closure requirements. Reviewed conditional use permits, stormwater management plans, zone changes, subdivisions, traffic impact studies and other planning and zoning applications for compliance with existing codes. Researched and identified right-of-way locations and descriptions and served as expert witness for Bonner County in right-of-way disputes. Worked with consulting engineering firms in the development of contract documents and construction plans for road projects, standard drawings, and transportation studies.

**J-U-B ENGINEERS, INC., SANDPOINT, IDAHO**

*Project Manager/Sandpoint Office Manager, May 2000 – July 2004*

Office management which included assisting in the development of the company strategic plan and serving as a performance coach for employees in the Coeur d’Alene Office. Managing the development team through the design and construction of municipal water, wastewater, and transportation projects. Duties included client management, planning and design, administration, public presentation, permitting and agency approvals, contract documents and plans, competitive bidding and awards, construction management, preparing partial pay estimates and change orders, problem resolution and negotiation, and project monitoring.

**RUEN-YEAGER & ASSOCIATES, INC., SANDPOINT, IDAHO**

*Engineer-in-Training, June 1997 – May 2000*

Design Engineer - performed analysis, design and construction observation for water, wastewater, and transportation facilities for municipal and private clients in Bonner, Boundary and Kootenai Counties and designed stormwater and erosion control plans in Bonner and Kootenai County. Worked with project engineers to perform planning and design, permitting and agency approvals, contract documents and plans, competitive bidding and awards, construction management, preparing partial pay estimates and change orders, LID's, problem resolution and negotiation, and project monitoring.

**REFERENCES:**

Letters of reference included.
Idaho Transportation Board
11331 W. Chinden Blvd.
Boise, Idaho

RE: Letter of Support - Ryan Luttmann
Public Transportation Advisory Council (PTAC)

Dear Idaho Transportation Board Members:

I am writing to express my strong support of Ryan Luttmann, who has demonstrated exceptional commitment and dedication to serve as the District 1 Representative on the Public Transportation Advisory Council. Mr. Luttmann's dedication to serve is demonstrated by his exemplary commitment to public transportation and community within the district.

Mr. Luttmann's professional experience, knowledge, and understanding of public transportation and his drive to ensure the public transportation program is safe, financially stable, and proactive in adjusting to the changing transportation landscape in Idaho is a testimony to his service to date. I am confident that Mr. Luttmann will continue to make a significant impact on public transportation and the community within the district, positively influencing the lives of those he serves. Mr. Luttmann's dedication, passion, and expertise make him an invaluable asset to the PTAC team.

As the Program Manager of Public Transportation for Kootenai County, I sincerely believe Mr. Luttmann will continue to be an excellent contributing member of PTAC. We are truly fortunate to have a professional of his caliber and dedication.

Chad Ingle, Program Manager
Kootenai County Public Transportation
January 23, 2024

Attn: Shauna Miller
ITD – Public Transportation Office
2600 Frontage RD
Lewiston, ID 83501

shauna.miller@itd.idaho.gov

RE: District 1 PTAC Application

Dear Shauna:

Selkirk's Pend Oreille Transit Authority provides public transportation in Boundary and Bonner Counties in northern Idaho. The SPOT Board strongly supports the reappointment of Ryan Luttmann as District One member on the Public Transportation Advisory Council.

Ryan has done an outstanding job as our District One PTAC member. Ryan continues to seek pertinent information, facts and data from the SPOT Board and staff as well as local governments and agencies, regarding our rural public transportation issues. Ryan reaches out to the providers in District One on a regular basis to see what our needs and concerns are. His excellent communication skills, ability to think of innovative solutions, and ability to work constructively with others make him an ideal District 1 PTAC representative.

Ryan is truly dedicated to public transportation and has a passion to make public transportation successful in Idaho. Ryan’s experience as an engineer in both the public and private sectors gives him a unique and thoughtful perspective on public transportation. We strongly encourage his reappointment so he can continue his fine work for public transportation.

Sincerely,

Nancy Lewis
Mayor of Kootenai, Idaho and SPOT Board Chair
January 23, 2024

To Whom It May Concern

I am pleased to write a Letter of Recommendation for Ryan Luttmann, P.E. as a continuing member of the Public Transportation Advisory Council. I have known Ryan both professionally and personally for over 25 years. Ryan has proven to be a man of exceptional character with high standards in his profession. He is highly respected throughout the engineering and public transportation communities. Ryan’s background in PTAC and all phases and aspects of municipal engineering are an asset to the board. He is familiar with the processes of ITD and PTAC and has taken an active role in State of Idaho public transportation. Ryan is a very good communicator and will continue to be an effective member of the board.

I strongly recommend Ryan Luttmann for this position.

Sincerely,

Charlie Gay, P.E.
Manager
Silver Express Bus Service
Operated by: Northwest Medical Transport, LLC
WHEREAS, Idaho Statute 40-514 establishes the Public Transportation Advisory 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 applications from March 22, 2024 to April 21, 2024; and

WHEREAS, the submitted application was reviewed by the PTAC at their April 25, 2024 meeting where the council determined the applicant meets qualifications to serve.

NOW THEREFORE BE IT RESOLVED that the Transportation Board has determined to reappoint __________________________________ for the District 1 PTAC position for the term of July 1, 2024 through June 30, 2027.
Meeting Date  May 16, 2024

No Presentation:  Consent Item  Informational Calendar Item

Presentation:  Informational  Action with Resolution  Time Needed:  5

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Subject
Public Transportation Advisory Council (PTAC) District 4 Appointment

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Background Information
Background: The Public Transportation Advisory Council (PTAC) created per Idaho Code 40-514 to advise the Idaho Transportation Department on issues and policies regarding public transportation in Idaho. The council shall participate in planning activities, identify transportation needs, and promote coordinated transportation systems. Before setting programs and priorities, the council shall seek pertinent information, facts and data from local governments, agencies, and providers regarding rural public transportation issues.

The current PTAC District 4 member’s three-year term will end June 30, 2024. In order to fill the position, the Public Transportation (PT) Office solicited applications in early 2024. PT received three applications, which included the current member's for reappointment. The applications were reviewed by the PT Office and the remaining PTAC members.

At the April 25, 2024 meeting, the PTAC moved by unanimous consensus that the applicants are qualified to serve on the PTAC.

The applicant appointed will serve a term of July 1, 2024 through June 30, 2027.

ACTION: The Public Transportation Office hereby requests the Idaho Transportation Board review the applications and make a selection to fill the District 4 position.

Recommendations  Action items require a resolution
Board approval of the attached resolution on page 171.
March 5, 2024

Idaho Transportation Department – Public Transportation Office
P.O. Box 7129
Boise, ID 83707

Re: Application for Public Transportation Advisory Council (PTAC) – District 4 Appointment

Dear Idaho Transportation Department:

I am pleased to submit this application for your consideration of my request for the reappointment to the Idaho Transportation Department’s – Public Transportation Advisory Council (PTAC) – District 4 seat. Public transportation is a vital service used by thousands of Idahoans every year. Providing public transportation in both the large urban areas and small rural communities across the State of Idaho is challenging and requires strong leadership to help develop practical, affordable, and innovative solutions. ITD’s Public Transportation Office (PTO) mission is to “grow Idaho’s mobility network by providing exceptional customer service and leverage emerging technology”. I feel my involvement will help the PTO achieve its mission, provide guidance on critical public transportation issues and policies, while representing the communities, providers, and citizens in South-central Idaho.

I am currently serving as the President of Region IV Development Association, Inc., a non-profit organization that specializes in regional planning, connecting community and business leaders with financial resources, and fostering public-private collaboration. If reappointed, I will bring to PTAC my experience and collaboration networks that I hope will enhance public transportation services in District 4.

I served as the Chief Financial Officer/Treasurer for the City of Rupert for over 5 years. In this role, I learned of the many challenge’s community leaders face with providing quality and useful amenities while dealing with budgetary constraints. My time serving as a public official will allow me to bring a unique prospective to PTAC discussions and decision making.

Since my appointed to serve as the PTAC Representative for District 4 in April 2020, I have gained a tremendous appreciation for the PTO staff and the public transportation providers that serve our great State. I feel I have a great amount to offer, if reappointed, to fill the District 4 seat. Thank you for your time and consideration of my application request.

Sincerely,

Jeffrey C. McCurdy
Conflict of Interest

As a member of the Public Transportation Advisory Council (PTAC), you will be leading and participating in meetings and processes related to public transportation.

This PTAC function requires that you fully disclose any real or potential conflict of interest that may influence or appear to influence your objectivity, judgment, or decisions. Based on the specific detail of any possible conflict of interest, you may be asked to recuse yourself from elements of the evaluation and recommendation process. If at any point you determine that a conflict of interest may exist, it is your responsibility to notify the presiding PTAC chair to determine the most appropriate action.

Examples of a conflict of interest, or the appearance of a conflict of interest, exist when a council member:

- Is directly or indirectly associated with the project applicant.
- Is employed, working as an intern, or considered for employment by the project applicant.
- Is a student or volunteer with the project applicant?
- Is providing, or intends to provide, direct or in-kind financial assistance related to the applicant or project application.
- Is elected to, appointed to, or employed by an organization that is providing, or intends to provide, direct or in-kind financial assistance to an applicant or the project application.
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- Participated in the preparation of a submitted project application.
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- Has a personal relationship with someone who has an interest in the project application.

The above examples and are not intended as a complete list. If you have any questions concerning possible conflicts of interest, contact Public Transportation Program Manager prior to signing this form.

I have read and fully understand this Conflict of Interest Statement (Attachment A) and will immediately advise the presiding PTAC Chair or the Public Transportation Program Manager of any potential conflict during my term on the PTAC.

Jeffrey C. McCurdy   _________________________________
Print Name      Signature

March 5, 2024
Date
Public Transportation Advisory Committee (PTAC) Application Form

Required for Submission

Please include the following information:
- Cover Letter
- Letters of recommendation and/or references
- Conflict of Interest Statement (attached)
- Resume that includes work experience, educational background, and any other relevant experience.

Contact Information

Full Name: Jeffrey C. McCurdy

Street Address: 2957 Sunlight Road
City/State/Zip: Twin Falls, ID 83301
Phone: (208) 731-5938
Email: jmccurdy@csi.edu

Organization Affiliation (if any):

Name: Region IV Development Association, Inc.

Street Address: 202 Falls Avenue
City/State/Zip: Twin Falls, Idaho 83301

District you are applying for:

District 1 ___ District 2 ___ District 3 ___ District 4 X ___ District 5 ___ District 6 ___
OBJECTIVE
Serve as a member of the Public Transportation Advisory Council (PTAC) to represent the communities in South-central Idaho (District 4) and advise the Idaho Transportation Department on issues and policies regarding public transportation.

WORK EXPERIENCE
Region IV Development Association, Inc.  
(December 2019 – Present)
Title: President and Chief Executive Officer
Responsibilities Included: Assist public and private partners in planning, developing, financing, and implementing economic development and job creation projects.

City of Rupert (March 2014 – December 2019)
Title: Chief Financial Officer/Treasurer, Human Resource Manager, Economic Development Specialist, Rupert Urban Renewal Agency Financial Officer
Responsibilities Include: Manage all financial transactions and records, reconcile monthly bank statements, prepare annual operating budgets (12 Departments and $15 million annually), assist in preparing the annual financial audit, oversee and process bi-weekly payroll, maintain and renew property leases and insurance coverages, coordinate and maintain working relationships with vendors, advise City employees on human resource issues, assist with business recruitment, grant writing, and project development/implementation.

Region IV Development Association, Inc.  
(August 2004 – March 2014)
Title: Community Development Planner, Grant Administration Specialist, and Loan Closing Officer
Responsibilities Included: Assist public and private partners’ in developing, planning, financing, and implementing public infrastructure and economic development projects, prepare grant and loan applications to various funding agencies for local, State, Federal, and private funding programs, and coordinate with regulatory agencies to oversee compliance with funding program rules and regulations.

EDUCATION
Idaho State University – Bachelor of Business Administration – Marketing – May 2004
The National Development Council (NDC) – Economic Development Finance Professional Certification Program – May 2009
The Effective Facilitator Training Course – Leadership Strategies, Inc. – October 2010
Mini-Cassia Chamber of Commerce – Leadership (2016-2017)
Top Facilitation Training – September 2019
ICDBG/RCIF Certified Grant Administrator – Idaho Department of Commerce – September 2004 - 2024

SKILLS
Finance and Budgeting
Project Development/Grant Writing
Project Administration
Communication
Public Speaking
Human Resources
Facilitation
Microsoft Office Suite Programs

COMMUNITY INVOLVEMENT
Idaho Transportation Department’s – Public Transportation Advisory Council (PTAC) – (June 2020 to Present)
Idaho Rural Partnership Board Member – (January 2021 to Present)
Economic Development Districts of Idaho – (December 2019 to Present)
Idaho City Clerks, Treasurers, and Financial Officers Association (2014 – 2019)
Southern Idaho Economic Development (SIED) – Board Member (2014 to Present) Executive Board Member (July 2017 to November 2019)
Twin Falls School District – Facilities Planning Committee Member (2013)
City of Twin Falls – Wastewater Citizen Advisory Committee Member (2012 – 2013)
Youth Sports Coach (Basketball and Soccer) (2011 to 2023)
REFERENCES

Senator Kelly Anthon, Idaho State Legislator and City Administrator City of Rupert 624 F Street P.O. Box 426 Rupert, Idaho 83350 Phone: (208) 436-9600 kelly.anthon@rupert.id.us

The Honorable Tammy Jones, Mayor City of Rupert 624 F Street P.O. Box 426 Rupert, Idaho 83350 Phone: (208) 436-9600

Travis Rothweiler, City Manager City of Twin Falls 203 Main Avenue East Twin Falls, Idaho 83303-1907 (208) 735-7271 trothweiler@tfid.org

Rebecca Wildman, Executive Director Business Plus, Inc. P.O. Box 929 Twin Falls, ID 83303-0929 Phone: (208) 539-6470 Rebecca@BusinessPlusInc.org

Bryan Matsuoka, Regional Director Idaho Small Business Development Center College of Southern Idaho 202 Falls Ave. Twin Falls, ID 83301 (208) 732-6451 bmatsuoka@csi.edu

Dennis Porter, Community Development Manager Idaho Department of Commerce 700 State Street P.O. Box 83720 Boise, ID 83720-0093 (208) 287-0782 Dennis.Porter@commerce.idaho.gov

The Honorable Michel Tribe, District Court Judge Cassia County Judicial Center 1559 Overland Ave. Burley, ID 83318 Phone: (208) 878-7152

Sherry Olsen-Frank, CPA Certified Public Accountant Twin Falls, ID 83301 (208) 734-4708 solsenfrank@gmail.com

Brady Workman, CPA and Owner Workman & Company 2190 Village Park Ave., Suite 300 Twin Falls, ID 83301 Phone: (208) 733-1161 bworkman@dennisbrowncpa.com

Jan Rogers, Executive Director Southern Idaho Economic Development Organization P.O. Box 5502 Twin Falls, ID 83303-5502 Phone: (208) 732-6459 janr@southernidaho.org
Dear Members of PTAC and the Idaho Transportation Board,

I am writing to express my enthusiastic interest in joining the Public Transportation Advisory Council (PTAC) representing District 4. As the Transit Coordinator for the City of Twin Falls and a lifelong resident of District 4, I have not only witnessed but have also actively participated in addressing the evolving transportation needs of our rapidly growing region.

My role in public transit began in the summer of 2023, when the City of Twin Falls launched its first public transit program, “Ride TFT”. Under my leadership, Ride TFT has had great success and secured itself as a fixture within our community – we have been featured in multiple media spotlights, participated in two research studies, and grown our service through community partnerships to procure more rolling stock and expand service at an incredible rate. In a short span, we have scaled to approximately 6,000 rides and 7,000 passengers per month, marking us as potentially the nation’s most successful microtransit initiative. Ride TFT’s success underscores the critical demand for accessible public transit in Twin Falls, catering primarily to our disabled, elderly, and economically disadvantaged residents.

However, our success also highlights the glaring transportation void beyond our city limits, affecting tens of thousands who travel to Twin Falls for various needs but lack public transit options. My commitment to extending transit services is evidenced through collaborations with key organizations like LINC, the Idaho Walk Bike Alliance, the Twin Falls Chamber of Commerce, and more, aiming to weave a more interconnected and robust transportation fabric for our entire district, not just for Twin Falls residents.

I have also done my best to partner with other transit providers in District 4, including Mountain Rides, Lincoln County Connections, and LK Transportation, all in hopes of interlinking our services and making a collaborative plan to build more transit infrastructure in the future. The inaugural transit summit I am spearheading, scheduled for May 22nd this year, represents a strategic effort to elevate the discourse on regional transit, inviting stakeholders from across the...
Magic Valley and District 4 to envision a comprehensive transit future. This initiative, along with my extensive network and partnerships with other transit providers, underlines my proactive approach to building sustainable transit solutions.

Lastly, I want to mention that I am deeply connected to District 4, having grown up in Richfield in Lincoln County and spent most of my life in the district -- I know the needs of this area in the way only a local can, and I am not simply "plugged in" to the goings on of the communities here, but an active part of them. The growth and development of both urban and rural communities in District 4 is extremely dear to my heart, and I have chosen to continue my public service career here, as a transit industry professional, because I believe public transit is the best, most vital, and most pressing matter facing our communities.

If selected to serve on PTAC, I am committed to being the best possible representative for my district, and leveraging my experiences, insights, and relationships to advance the council's objectives and support Idaho's broader transit goals. I am eager to contribute my knowledge, energy, and passion for public transit to PTAC, driving forward the mission to develop safe, sustainable, and inclusive transportation options for all Idahoans.

Thank you for considering my application. I look forward to the opportunity to serve our community and state in this vital capacity.

Sincerely,

Maxine Durand  
Transit Coordinator  
City of Twin Falls  
mdurand@tfid.org  
208-735-7347  
-or-  
maxinedurand@proton.me  
208-420-2251
Public Transportation Advisory Council (PTAC) Application

District 4 Appointment

**Application Contact:**
Shauna Miller, Grants & Contracts Officer
Shauna.Miller@ITD.Idaho.gov
208 334-8533

**PTAC Application Process**
1. January 19, 2024: Application Released
2. March 19, 2024: Application Close
3. March 22, 2024 – April 21, 2024: Public Comment
4. Applications sent to:
   - ITD – Public Transportation, Attn: Shauna Miller, 2600 Frontage RD, Lewiston, ID 83501
   - Or email to: Shauna.Miller@itd.idaho.gov
5. April 25, 2024: PTAC will meet to discuss applications and qualification
6. May 2024: Idaho Transportation Department selects member
Designation/Authority

The authority for the Public Transportation Advisory Council (PTAC) is established and outlined in Idaho Code 40-514 and ITD Board Policy 4039.

Idaho Code 40-514 created the Public Transportation Advisory Council (PTAC) to advise the Idaho Transportation Department (ITD) on issues and policies regarding public transportation in Idaho.

Purpose

As outlined in Idaho Code, the Public Transportation Advisory Council (PTAC) to advise the Idaho Transportation Department (ITD) on issues and policies regarding public transportation in Idaho.

The council shall participate in planning activities, identify transportation needs, and promote coordinated transportation systems. Before setting programs and priorities, the council shall seek pertinent information, facts and data from local governments, agencies and providers regarding rural public transportation issues.

PTAC shall work to ensure the public transportation program is safe, financially sustainable within the current funding constraints, and is capable of appropriately adjusting to the changing transportation landscape. PTAC activities should include promoting coordinated transportation system, engaging in planning activities, and identifying transportation needs.

Composition and Representation

The advisory council shall be composed of six members appointed by the Idaho Transportation Board. Appointed members shall be representatives of local governments and agencies, private organizations, citizen groups and private providers that have an interest in public transportation, and people with disabilities and the elderly who utilize public transportation. The board shall appoint said members from recommendations submitted by said organizations, groups, providers, users and state agencies in each district. One member shall be appointed from each of the six transportation department director districts as provided in section 40-303, Idaho Code. The term of each member shall be three years and the initial appointments to the council shall be such that two members shall be appointed each year thereafter. The members shall be reimbursed for attending the meetings according to the provisions of Section 59-509(g), Idaho Code. The PTAC members shall be reimbursed by ITD-PT for travel expenses according to the limits specified in Section 67-2008, Idaho Code.

PTAC member terms go from July 1 through June 30. Below is the schedule of expirations along with counties served.

- ITD District 1: June 30, 2024
  - Counties: Bonner, Boundary, Shoshone, Kootenai, and Benewah

- ITD District 2: June 30, 2025
  - Counties: Latah, Clearwater, Nez Perce, Lewis, and Idaho
• ITD District 3: June 30, 2026
  o Counties: Valley, Adams, Washington, Payette, Ada, Boise, Canyon, Gem, Elmore, and Owyhee

• ITD District 4: June 30, 2024
  o Counties: Blaine, Camas, Lincoln, Twin Falls, Jerome, Gooding, Cassia, and Minidoka

• ITD District 5: June 30, 2026
  o Counties: Bingham, Caribou, Bear Lake, Franklin, Power, Bannock, and Oneida

• ITD District 6: June 30, 2025
  o Counties: Lemhi, Custer, Clark, Butte, Jefferson, Madison, Teton, Bonneville, and Fremont

At the conclusion of each PTAC member term, a full application process is required. While there is no provision for an automatic renewal of PTAC membership, it is allowable for members to receive consecutive appointments as a result of the application process.

Applications to serve on PTAC are coordinated by the ITD-PT Office. A call for applications must remain open for at least 30 calendar days, and applications received must be posted for public comment for at least 30 calendar days. Applications will then be reviewed by the seated members of the PTAC and a final appointment will be made by the Idaho Transportation Board.

**Committee Role and Responsibility**

The PTAC shall:
- Meet at least three times per year; and
- Discuss agenda items relevant to our purpose and scope; and
- Provide meeting notices and agendas in accordance with the Idaho Open Meeting Laws; and
- Annually elect a chair from among its representatives.

**Chair**

Candidates for the position of Chair shall be nominated by members of PTAC. They shall be elected by nomination and a simple majority of those voting in person. The term shall be for a one year period, and is eligible to serve consecutive terms.

The Chair’s responsibilities include:
- Serving as the group’s spokesperson,
- Partnering with the ITD-PT Office to assist in program recommendations
- Participating in agenda development activities on behalf of the group, and
- Other functions as appropriate.
Committee Representatives Roles and Responsibilities

It is the role of the PTAC members to represent their constituent base, and to participate in the functions of the PTAC in a manner that represents the program’s statewide interest. PTAC members are expected to participate in the meetings.

PTAC members are responsible for participating in scheduled meetings, serving on ad hoc committees as assigned, and committing to the terms they are designated to fill. Each committee member will make a good faith effort to attend each full advisory committee session. Attendance in person is preferred, but if that is not possible, attendance may be by teleconference or videoconference.

All members of PTAC shall be voting members. Fifty one percent of the regular members will constitute a quorum for purposes of conducting PTAC business. PTAC decisions will be made by utilizing consensus-building processes to reach as much agreement as possible, with a voting option to conclude a process where consensus can't be clearly established in the time available. PTAC can call for a simple majority of those voting.

In the event a representative reaches three absences, the Chair will approach the PTAC member and discuss with them their continued commitment and proposed action per the absences. Members will be expected to vacate their seat on PTAC after having missed three consecutive meetings and are nonresponsive to the Chair’s attempts to contact them after having missed two consecutive meetings.

Members of the advisory council shall be reimbursed according to the provisions of section 59-509(g), Idaho Code.

Meetings

PTAC shall meet three times per year. The PTAC meetings shall have a:

- Spring Meeting
- Summer Meeting
- Fall Meeting

Meetings shall be open and shall be noticed consistent with ITD Open Meeting Requirements.

The PTAC Chair or delegate will issue a call for agenda items approximately four weeks prior to a meeting. Subsequent to that, ITD-PT will work with the Chair to develop the agenda, which will be issued to the representatives with supporting background materials approximately two weeks prior to the meeting. PTAC will discuss all agenda items submitted to it by any member of the group.

Additionally, a PTAC member will present an annual update to the Idaho Transportation Board at the December meeting. Per Board Policy 4039 PTAC shall highlight district PTAC activities, system improvements and issues, and goals/objectives for the next 12 months.
Conflict of Interest

As a member of the Public Transportation Advisory Council (PTAC), you will be leading and participating in meetings and processes related to public transportation.

This PTAC function requires that you fully disclose any real or potential conflict of interest that may influence or appear to influence your objectivity, judgment, or decisions. Based on the specific detail of any possible conflict of interest, you may be asked to recuse yourself from elements of the evaluation and recommendation process. If at any point you determine that a conflict of interest may exist, it is your responsibility to notify the presiding PTAC chair to determine the most appropriate action.

Examples of a conflict of interest, or the appearance of a conflict of interest, exist when a council member:

- Is directly or indirectly associated with the project applicant.
- Is employed, working as an intern, or considered for employment by the project applicant.
- Is a student or volunteer with the project applicant?
- Is providing, or intends to provide, direct or in-kind financial assistance related to the applicant or project application.
- Is elected to, appointed to, or employed by an organization that is providing, or intends to provide, direct or in-kind financial assistance to an applicant or the project application.
- Is a member of a committee or board, voting or otherwise, of the project applicant?
- Participated in the preparation of a submitted project application.
- Maintains an ownership position of any type, including securities or other evidences of debt, with the project applicant.
- Has a personal relationship with someone who has an interest in the project application.

The above examples are not intended as a complete list. If you have any questions concerning possible conflicts of interest, contact Public Transportation Program Manager prior to signing this form.

I have read and fully understand this Conflict of Interest Statement (Attachment A) and will immediately advise the presiding PTAC Chair or the Public Transportation Program Manager of any potential conflict during my term on the PTAC.

Maxine Durand
Print Name

3/19/2024
Date

Signature
Public Transportation Advisory Committee (PTAC) Application Form

Required for Submission

Please include the following information:

- Cover Letter
- Letters of recommendation and/or references
- Conflict of Interest Statement (attached)
- Resume that includes work experience, educational background, and any other relevant experience.

Contact Information

Full Name: Maxine Durand

Street Address: 1300 N 1250 E
City/State/Zip: Richfield, ID 83349
Phone: 208-420-2251
Email: maxinedurand@proton.me

Organization Affiliation (if any):

Name: City of Twin Falls -- Twin Falls Transit, aka "Ride TFT"

Street Address: 203 Main Ave East
City/State/Zip: Twin Falls, ID 83301

District you are applying for:

District 1 __ District 2 __ District 3 __ District 4 X District 5 ___ District 6 ___
Maxine Durand
Twin Falls, ID 83301 • maxinedurand@proton.me • (208) 420-2251

Experience

CITY OF TWIN FALLS
Transit Coordinator

- Manage $3 million public transit program for the City of Twin Falls, serving 7,000 passengers per month, many of whom belong to marginalized, disabled, and senior citizen communities
- Manage federal, state, and private grants, and created a nonprofit fundraising campaign in partnership with the Twin Falls Community Foundation and the Twin Falls Chamber of Commerce
- Led community engagement and created partnerships with local businesses and service providers, including LINC, St. Luke’s, and the College of Southern Idaho; building partnerships for regional transit in ITD District 4

UNIVERSITY OF IDAHO, OFFICE OF THE PRESIDENT
Executive Projects Intern

- Assisting in strategic planning for executive projects, including the McCall Outdoor Science School (MOSS), cybersecurity education via the Idaho Digital Range, and Idaho incarcerated education
- Handle confidential and highly sensitive administrative questions and issues for the Office of the President, including matters related to the Idaho Legislature and Idaho State Board of Education
- Delegated authorized organizational representative, serving as a liaison for administrative questions and issues; tracking progress for goals and initiatives

WASHINGTON STATE UNIVERSITY FOUNDATION
Fiscal Technician II

- Managed over $20 million in outside trust and endowment contracts, requiring regular communication with fund managers and tracking of fund disbursal to ensure timely release of distributions, and verifying funds were used in compliance with trust/endowment agreement obligations.
- Accounting functions included journal entries and corrections, maintenance of accounting ledger, bank reconciliation, invoice and account processing, and preparation of monthly operating budget; processed over $5 million of incoming checks, bank card, and EFT donations using AccuFund, WorkDay, and WSU proprietary software.
- Conducted independent review of annual fiscal audit materials, collaborated with the finance team to analyze and verify data, and prepared final audit documents for review by outside auditors.

WASHINGTON STATE UNIVERSITY
PR Liaison; Subcommittee Chair

- Served as executive committee officer, public relations liaison, and subcommittee chair for the WSU President’s Commission on Gender Identity, Expression, and Sexual Orientation (GIESO).
- Subcommittee for Visibility, Programming, and Recognition duties included coordination of production schedules with WSU media outlets, overseeing awards and events for MLK day and Pride month, and proposing the annual subcommittee budget to the Executive Committee and WSU President.

MOSCOW FOOD CO-OP
Board of Directors

- Served alongside other members of the Board to oversee managerial staff and provide stewardship in the interest of Co-op member owners, as outlined in the Board’s charter.
- Active member of multiple Board committees, including Board-Owner Communication, Policy and Bylaws, and Strategic Planning. Also liaised with the Board Finance Committee and General Manager to advise on compliance and fiscal integrity.
BOISE STATE UNIVERSITY, SCHOOL OF SOCIAL WORK  
Administrative Assistant II  
October 2016 - April 2019

- Prepared grant proposals with faculty members for academic research funding prior to submission, and assisted with applications for professional development such as the Fulbright Scholarship.
- Wrote documentation for the School of Social Work’s reaccreditation application with CSWE.
- Generated multimedia content for SSW website and social media channels using WordPress, FaceBook, Instagram, LinkedIn, and content management software.
- Managed department budgets, travel expenses, invoices and supply orders via Oracle Financial Cloud and PeopleSoft.

IDAHO DEPARTMENT OF HEALTH AND WELFARE, MEDICAID  
Technical Records Specialist II  
November 2015 - March 2016

- Wrote and copyedited the contract between Idaho Medicaid and Optum in tandem with medical clinicians and department legal counsel; contract serves as the main regulatory agreement between Idaho Medicaid and Optum, renewed in 2021.
- Executed completion of least restrictive determinations (LRDs) within a five-day turnaround for Medicaid-covered mental health services, in compliance with HIPAA and federal and state laws.

DISCOVERY RESEARCH GROUP  
Manager, Editor  
June 2011 - October 2016

- Edited data samples from market research surveys (minimum 30,000 to 50,000 words per day) for spelling, grammar, style, and compliance with client contracts.
- Coordinated workloads and schedules; collaborated with management via email and conference meetings to report back errors and establish training to promote better compliance with quality requirements among call floor staff.
- Key stakeholder for live communication on continuous improvement projects; coordinated with contracted project directors and change managers with Pew, GfK, KPMG, AP, Qualtrics, Nielsen, Forrester Research, and others.

Education

UNIVERSITY OF IDAHO  
Master of Public Administration  
Bachelor of Science in Journalism  
June 2025  
May 2018

COLLEGE OF SOUTHERN IDAHO  
Associate of Arts in Liberal Arts  
Associate of Arts in Geography  
Associate of Arts in Political Science  
Twin Falls, ID  
May 2013
Professional Certificates

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Other Training, Accomplishments, and Certifications

- Guest speaker, Southern Idaho Pride 2023
- First Aid Certification, January 2022
- Mental Health First Aid, National Council for Mental Wellbeing, February 2020
- Washington State University Mentorship Program, 2019-2020
- Candidate Search and Hiring Workshop, Boise State University, 2017
- WordPress Bootcamp, Boise State University, 2016
- Idaho Science and Aerospace Scholars (ISAS), 2009

Memberships and Affiliations

- Blue Lakes Rotary Club, September 2023 - Present
- Twin Falls Chamber of Commerce Ambassador, September 2023 - Present
- CASA Volunteer, July 2023 - Present
- Southern Idaho Pride Board of Directors, January 2024 - Present
- Lincoln County Connections Project Steering Committee, 2023
References

Sunny Wallace
Director of Executive Projects
University of Idaho
(208) 885-6266
sunnywallace@uidaho.edu

Shawn O'Neal
Senior Regional Media Advocacy Manager
American Cancer Society Action Network
(208) 596-1314
shawn.oneal@cancer.org

Zach Mansee
Fiscal Analyst II
Washington State University Foundation
(763) 647-9528

Jason Roesler
Director, Prospect Research
Washington State University Foundation
(509) 335-8115
jroesler@wsu.edu

Sophia Hutton, MA
Grant Manager
Washington State University, CAHNRS
(509) 335-2885
sophia.hutton@wsu.edu

Kraig Hill
Director of Phone Center Operations (former)
Discovery Research Group
(435) 881-0788

Mark Thorne
Board of Directors
Moscow Food Co-op
509-335-7484
mthorne@wsu.edu
March 10, 2024

Attn: Shauna Miller  
ITD-Public Transportation  
2600 Frontage Rd  
Lewiston, ID 83501

To the Chairpersons of PTAC & the ITD Board:

I am writing to recommend Maxine Durand for the open District 4 PTAC seat. I have gotten to know Maxine through our mutual interests in transportation, I being the Airport Manager, and her the Public Transit Coordinator for the City of Twin Falls.

Maxine has built the extremely successful Twin Falls public transit program (Ride TFT) from the bottom up, displaying knowledge of community needs and a passion for helping people by creating new transportation opportunities for them previously out of reach.

I also commend Maxine for her efforts to organize a regional public transportation summit later this spring, aimed at her desire to help educate public policy makers and expand possibilities for our citizens regionally.

In closing, I strongly recommend Maxine Durand for the District 4 PTAC open seat. I feel her interests and background make her uniquely qualified and a good fit for the ITD Public Transportation Advisory Council.

Thank you for your consideration.

Respectfully Submitted,

Bill Carberry  
Airport Manager  
Magic Valley Regional Airport  
Twin Falls, Idaho
Larry Standfield
640 S State St
Shelley, ID, 83274
Larry@Lktrans208.com

3/6/2024

Dear Members of PTAC

I am writing to highly recommend Maxine Durand for the open seat on the Public Transportation Advisory Council (PTAC) to represent our district. Maxine has shown exceptional dedication and passion for transportation and community service in their role as transit coordinator for Twin Falls. Their dependability and commitment to improving public transportation make them an ideal candidate for this position.

Maxine will bring valuable industry expertise and a strong desire to serve the community. Their experience and knowledge will be invaluable in providing insights and recommendations to improve public transportation services in the district.

I have no doubt that Maxine will excel in this role and make significant contributions to the PTAC. I wholeheartedly endorse their candidacy and believe they will represent the district with integrity and dedication.

Sincerely,

Larry Standfield

President LK Transportation
Dear PTAC selection committee,

I enthusiastically recommend Maxine Durand for the Public Transportation Advisory Council District 4 seat. I've worked closely with Maxine over the last year, and I've consistently been impressed with her dedication to transportation and her impact in our community.

Maxine demonstrates a deep commitment to public service. She's spearheaded projects like the micro transit contract for Twin Falls and completely standing up Twin Falls Transit from pilot project to now a dedicated service, positively affecting the lives of countless individuals. Her willingness to go the extra mile, even outside her typical responsibilities, reflects her genuine desire to improve transportation for all.

Beyond her expertise, Maxine is a fantastic team player. Her collaborative spirit and ability to motivate others make her a valuable asset. She has a talent for building strong relationships and finding common ground in high-pressure situations.

I'm confident Maxine will thrive in this role. Her passion for transportation, commitment to service, and collaborative nature make her an outstanding candidate. Please don't hesitate to contact me for further information.

Sincerely,
Kade Marquez
City of Idaho Falls Transit Coordinator

Kade Marquez
January 23, 2024

Idaho Transportation Department
11331 West Chinden Blvd
Boise, Idaho 83714

RE: Recommendation Letter for Maxine Durand to the District 4 PTAC

To Whom It May Concern,

Please accept this letter of recommendation for Maxine Durand to represent District 4 on the Idaho Transportation Department Public Transportation Advisory Council (PTAC). LINC operates a 5310 rural transportation program for seniors and people with disabilities in District 4 and we have worked closely with Maxine during the implementation of Twin Falls Transit.

Maxine is a consummate professional who has both attention to detail, as well as the ability to see the bigger picture in terms of transportation planning and resources. She is collaborative in her approach and has been an invaluable partner to our program. The success of Twin Falls Transit is the direct result of Maxine’s investment and commitment of her time, energy, and thoughtfulness.

Maxine also understands the rural communities in District 4. As a former resident of Richfield, Maxine bridges the gap between very small towns and the largest city in District 4. This perspective and personal experience is invaluable for someone representing District 4 on the PTAC.

I highly recommend Maxine to serve on PTAC representing District 4 and am confident that she will bring the transportation needs and concerns of all people in District 4 to the table.

If you have questions, please contact me at (208) 391-8988 or jmaxand@lincidaho.org.

Sincerely,

Jeremy M. Maxand
Executive Director
Shauna Miller
Idaho Transportation Department
Public Transportation Office
11331 W. Chinden Boulevard
Boise, ID 83714
03/04/2024

RE: PTAC, District 4

Please consider my candidacy to sit on the Idaho Transportation Department District 4 Public Transportation Advisory Council (PTAC). I do so with the support of the Blaine County Board of Commissioners (BOCC), leadership from Mountain Rides Regional Transit Authority (MRTA), and the administrator of Blaine County’s government. I am passionate about transportation design and functionality, bringing to the table significant experience working on grants, strategy and implementation.

Background: An Idaho native and former transportation planner (ACHD, 2005 – 2007), I have nearly 20 years of policy, leadership, strategy and implementation experience, mostly in Idaho. In my current role as Sustainability Manager for Blaine County, I work with ITD, municipalities and our local road and public works departments in or around transportation / infrastructure topics. I hold a Master of Public Administration degree from Boise State University and am currently in the public policy and administration doctoral program (also at Boise State).

Current relevant initiatives:

- Blaine County Regional Transportation Committee (BCRTC) member.
- LHTAC Thriving Communities participant (anticipated start, Fall 2024).
- Highway 75 coordination with ITD, municipalities and Mountain Rides.
- Safe Streets for All (SS4A)—Federal Highway Administration (FHWA) project lead, planning grant execution.
- Blaine County Sustainability Plan (adoption, Spring 2024—including transportation programming elements).

Prior project experience:

- Advisory member: Governor’s Rural ‘A’ Broadband Taskforce (rural right-of-way considerations).
Valley-Adams Planning Partnership (VAPP) co-lead for LHTAC project funding prioritization (motorized and non-motorized).

Executive Director, West Central Mountains Economic Development Council—worked on expanded transit service in Valley County and added bus kiosks.

Policy Analyst, Governor’s Office of Energy and Mineral Resources—primarily working on NEPA coordination between and among state agencies (including ITD and DEQ on the NEVI program).

If my skillset and interests might be a good fit for the Council, I would welcome your consideration.

Gratefully,

Andrew Mentzer

Blaine County Sustainability Manager
Public Transportation Advisory Committee (PTAC) Application Form

Required for Submission

Please include the following information:
- Cover Letter
- Letters of recommendation and/or references
- Conflict of Interest Statement (attached)
- Resume that includes work experience, educational background, and any other relevant experience.

Contact Information

Full Name: Andrew Mentzer
Street Address: 1490 Copper Ranch Ln. City/State/Zip: Hailey, ID 83333
Phone: 208-277-7964 Email: amentzer@co.blaine.id.us

Organization Affiliation (if any):

Name: Blaine County
Street Address: 2015 2nd Avenue #106 City/State/Zip: Hailey, ID 83333

District you are applying for:

District 1  District 2  District 3  District 4 X  District 5 X  District 6

Public Transportation Office • 208 334-8533 • itd.idaho.gov/pt
Conflict of Interest

As a member of the Public Transportation Advisory Council (PTAC), you will be leading and participating in meetings and processes related to public transportation.

This PTAC function requires that you fully disclose any real or potential conflict of interest that may influence or appear to influence your objectivity, judgment, or decisions. Based on the specific detail of any possible conflict of interest, you may be asked to recuse yourself from elements of the evaluation and recommendation process. If at any point you determine that a conflict of interest may exist, it is your responsibility to notify the presiding PTAC chair to determine the most appropriate action.

Examples of a conflict of interest, or the appearance of a conflict of interest, exist when a council member:

- Is directly or indirectly associated with the project applicant.
- Is employed, working as an intern, or considered for employment by the project applicant.
- Is a student or volunteer with the project applicant?
- Is providing, or intends to provide, direct or in-kind financial assistance related to the applicant or project application.
- Is elected to, appointed to, or employed by an organization that is providing, or intends to provide, direct or in-kind financial assistance to an applicant or the project application.
- Is a member of a committee or board, voting or otherwise, of the project applicant?
- Participated in the preparation of a submitted project application.
- Maintains an ownership position of any type, including securities or other evidences of debt, with the project applicant.
- Has a personal relationship with someone who has an interest in the project application.

The above examples and are not intended as a complete list. If you have any questions concerning possible conflicts of interest, contact Public Transportation Program Manager prior to signing this form.

I have read and fully understand this Conflict of Interest Statement (Attachment A) and will immediately advise the presiding PTAC Chair or the Public Transportation Program Manager of any potential conflict during my term on the PTAC.

Andrew Mentzer

Signature

01/31/2024

Date
ANDREW MENTZER, MPA

PROFESSIONAL SUMMARY
Professional government and nonprofit administrator with considerable real-world experience in research, strategic planning, organizational assessment, budgeting, public policy, public relations, communications and working with and for numerous client and stakeholder types.

CORE COMPETENCIES
- Policy development (city/county)
- Strategic communications
- Emergency mgmt. support (ESF-12)
- Public/nonprofit budgeting
- Strategic planning
  - Strategic assessment
  - Feasibility analysis
  - Implementation
- Survey research/data analysis
- Program development
- Partnership coordination
- Presenting to elected officials
- Technical writing
- Grant writing
- Administration/project management
- Legislative coordination

WORK EXPERIENCE
Sustainability Manager, Blaine County Government: May 2023 – present
Facilitates cross-departmental and cross-jurisdictional initiatives and planning associated with Sustainability.

KEY ACCOMPLISHMENTS:
- Day-to-day management of the Blaine County Recycle Center at Ohio Gulch
- Development of the Blaine County Climate Action Plan (adoption, Spring 2024)
- Successful 2024 Energy Efficiency Conservation Block Grant (EECBG) application
- Administration of successful Safe Streets for All (SS4A) grant
- Administration of four local task forces related to Sustainability (stakeholder engagement)
- Administration of regional solid waste and recycling strategic initiatives
- Ketchum Sustainability Advisory Committee (KSAC) board member
- Hazard Mitigation Grant Program micro-grid coordination with FEMA and national labs
- Electric Vehicle Supply Equipment (EVSE) coordination with state, local and federal partners
- Cross jurisdictional planning and energy code coordination
- Highway 75 coordination between agencies
Policy Consultant, Idaho Bureau of EMS and Preparedness: January 2023 – December 2023 (Contract)


KEY ACCOMPLISHMENTS:
- Methodology development (January 2023)
- Survey development (February 2023)
- Site visits, environmental scan, and survey deployment (March-April 2023)
- Draft/revisions (May 2023)
- Final Report (December 2023) Emergency Medical Services in Idaho Report
- After Action Report (December 2023)


Technical expert on energy, climate, and mineral policy topics for the state of Idaho. Additional duties include performing FEMA ESF-12 emergency management support for fuels and energy, and NEPA certified project review (energy and minerals). Secondary roles include state and federal grant administration, policy development, energy sector workforce development coordination, strategic partnership/tribal and interagency coordination, coordination with the Idaho Land Board and Oil and Gas Conservation Commission, and coordination of Capitol for a Day.

KEY ACCOMPLISHMENTS:
- Built an inter-agency communications plan for NEPA project review
- Coordinated/co-authored an advanced energy workforce development framework for Idaho
- Authored Idaho’s energy economic development framework
- Authored Idaho’s Emergency Fuels framework
- Assisted with organizational chart updates, strategic partnerships and coalition building across the energy sector
- Idaho Fire Board delegate
- Project lead on statewide grid resilience task force and grant program

ON SABBATICAL 07/01/2021 - 02/01/2022

Executive Director, West Central Mountains Economic Development: September 2016 - June 2021

Administrator of day-to-day activities for a rural economic development nonprofit in McCall, Idaho and the surrounding region. Oversight of grants, partnerships, programs and projects, cradle to grave. Duties also included assisting clients with navigating Idaho Commerce’s incentive programs, as well as administering various complex regional community development projects.

KEY ACCOMPLISHMENTS:
Alongside city, county, state and chamber partners, management of a $2 billion capital expenditure pipeline
Part of the team that activated the Boise State University Community Impact Program (CIP), bringing undergraduate opportunities to the local community
Expansive survey research and program development in housing, broadband, workforce development, early childhood industry sector development and rural business retention, alongside state agency staff
Co-lead on establishment of Idaho’s first Creative District
Co-lead for the America’s Best Communities competition, with a top 8 finish out of over 300 applicant communities nationally
Wrote/administered over $300,000 in state, federal and foundation grants for local projects
Served as the conduit for regional strategic partnerships between the cities of Cascade, Donnelly, McCall and New Meadows
Primary architect and author of Valley County’s Singletrack Sidewalks pathways ordinance
Administrator of the Payette River National Scenic Byway committee
Designed and built out an industry leading website and resource portal that has been mirrored statewide

Apprenticeship Idaho Program Coordinator, College of Western Idaho: April 2017 - August 2018
Part time, grant funded program coordinator for the Workforce Development division’s business partnership initiative. Assisted the Idaho Dept. of Labor and U.S. Dept. of Labor with setting up industry led registered apprenticeships and training programs throughout Southwest Idaho.
KEY ACCOMPLISHMENTS:
Set up the statewide Kenworth Truck diesel technician apprenticeship program
Set up the renovation technician apprenticeship for Restoration North
Assisted leadership in the college’s workforce development division with internal strategic planning and external partnership expansion for its technical advisory committees (TAC’s) in plumbing, electrical and HVAC

Managed 11 motorcycle training facilities and staff for Idaho’s motorcycle licensure entity, a subsidiary of the College of Southern Idaho. Co-managed a part time staff of 64 and a full-time office staff of 3, plus assisted with program budgeting. I also ran all organizational marketing and public relations, and taught motorcycle safety classes on weekends as a licensed instructor.
KEY ACCOMPLISHMENTS:
Established a new training facility in McCall, Idaho
Assisted with master scheduling and converting legacy systems to paperless
Daily administration of a substantial statewide training program with zero major loss or safety incidents
Partnership development with Idaho Transportation Dept., other state training agencies and industry partners
Freelance Journalist, Boise Weekly: November 2010 - September 2018
Created print and digital content for the Boise Weekly, and regional syndicates. KEY ACCOMPLISHMENTS:
- Authored over 150 pieces
- Recipient of the 2012 Idaho Press Club recreation feature of the year award (1st place)

Managed business and nonprofit accounts for an award-winning marketing and branding team, including creation/administration of project budgets, tracking of billable hours, and managing advertising performance metrics. Also performed public relations, copywriting, and social media management for numerous clients in healthcare, rec-tech, and manufacturing. KEY ACCOMPLISHMENTS:
- Part of the creative/visioning team for myriad website, collateral, packaging, social media, guerilla, and print campaigns
- External marketing lead for the Boise Twilight Criterium
- Copywriting/editing lead for the 2015 Kryptek Outdoor Group national catalog
- Branding co-lead for the Discovery Center of Idaho’s 2015 exhibition portfolio
- Managed social media for Blue Cross of Idaho

Administered the IGEM technology transfer program on an interim basis as a graduate (MPA) student after completing an internship with the Commerce Tourism Division. Assembled meeting agendas, reviewed grant applications, and worked closely with university and industry partners on funding timeframes and grant rubrics. KEY ACCOMPLISHMENTS:
- Authored the annual report to the Idaho State Legislature
- Reviewed/processed over $1 million in grant applications for projects ranging from veterinary prosthetics to agricultural logistics

Founder/Owner, Idahostel, LLC: January 2010 - September 2013
Founded and operated downtown Boise’s first international traveler’s hostel. KEY ACCOMPLISHMENTS:
- Built a moderately successful business from scratch
- Made it into the black within 15 months of opening, despite the Great Recession
- Executed a year-long due diligence process and sold the business

Director of Real Estate Development, Whispering Hills Resort: June 2008 - December 2008
6-month contract position to stabilize, redevelop and make marketable a 5,200-acre property in Boone, North Carolina with 1,000,000sf of mixed use and residential space. Managed 6 staff and numerous construction subcontractors and consultants. KEY ACCOMPLISHMENTS:
- Completed renovation of four multi-million-dollar view homes
- Completed construction of a private water treatment facility
- Completed renovation of one hotel and two restaurants
- Brought the property to market but the owner decided to retain the asset
Planner III, Ada County Highway District: October 2005 - August 2007

Performed staff level review and analysis of land development applications from Ada County and the cities of Boise, Garden City, Meridian, Kuna, Star and Eagle. Included right-of-way analysis and access analysis. Was eligible for Planner II status when I left this position for the private sector.

KEY ACCOMPLISHMENTS:
- Processed land use applications abutting over 30 miles of new development roads (policy implementation)
- Performed right-of-way and design analysis alongside other municipal and county planning jurisdictions

PROFESSIONAL AFFILIATIONS
- Idaho Real Estate Commission license (current/inactive)
- Valley County Pathways board member (former)
- West Central Mountains Leadership Academy graduate and presenter (former)
- Idaho Knowledge Report contributor (2020)
- Idaho Community Foundation Southwest Regional Council member (former)
- FEMA ESF-12 (former)
- Shipley Group NEPA certification

EDUCATION
- Boise State University-PhD Public Policy & Administration (anticipated 2027)
- Boise State University-Master of Public Administration (2014)
- Boise State University-Graduate Cert. Community & Regional Planning (2007)
- Boise State University-Bachelor of Science, Political Science (2005)
January 30, 2024

Shauna Miller  
Idaho Transportation Department  
Public Transportation Office  
11331 West Chinden Boulevard  
Boise, Idaho 83714  

Re: Andrew Mentzer as District 4 Representative on the ITD’s PTAC

Dear Shauna,

Please accept this letter supporting Andrew Mentzer’s candidacy for District 4 Representative to the ITD’s Public Transportation Advisory Council (PTAC). Mountain Rides strongly supports and endorses Andrew’s candidacy and encourages you to view it favorably.

Andrew is Blaine County’s Sustainability Manager. As such, he has spearheaded and engaged in a variety of important regional transportation-facing initiatives that are vital to the long-term functionality of Region 4’s roadways and public transportation, including:

- Blaine County Regional Transportation Committee (BCRTC) member.
- LHTAC Thriving Communities participant (anticipated start, Fall 2024).
- Highway 75 coordination with ITD, municipalities, and Mountain Rides.
- Safe Streets for All (SS4A): Federal Highway Administration (FHWA) project lead, planning grant execution.
- Blaine County Sustainability Plan (Spring 2024; includes transportation programming).

Andrew brings significant expertise in strategic planning and implementation to the table and has a background in right-of-way administration at the local level. He has a good working relationship with our friends at LHTAC, our municipal partners, and our ITD District office. He is knowledgeable about public policy and grants, and brings a grounded, rational, and pragmatic thought process to his work. He is also completing his doctoral degree in public policy and administration through BSU – illuminating his enthusiasm and experience in policy research and technical writing.

Mountain Rides heartily supports Andrew’s candidacy for District 4 Representative to PTAC. Public transit providers, the ITD, and grant programs will surely benefit from his engagement and counsel.

Thank you for your continuing and unwavering support for the sustainability and growth of public transportation, not only in District 4, but all across the State of Idaho.

Very truly yours,

Wally Morgus  
Executive Director
February 29, 2024

Shauna Miller
Idaho Transportation Department
Public Transportation Office
11331 W. Chinden Boulevard
Boise, ID 83714

RE: Andrew Mentzer Candidacy on PTAC, District 4

I am writing in support of Andrew Mentzer joining Idaho Transportation Department’s Public Transportation Advisory Council (PTAC), Region 4. As Blaine County’s Sustainability Manager, Andrew has spearheaded or participated in various important regional transportation-facing initiatives that are vital to the long-term functionality of Region 4’s roadways. Some examples of these initiatives include the following:

- Blaine County Regional Transportation Committee (BCRTC) member.
- LHTAC Thriving Communities participant (anticipated start, Fall 2024).
- Highway 75 coordination with ITD, municipalities and Mountain Rides.
- Safe Streets for All (SS4A)—Federal Highway Administration (FHWA) project lead, planning grant execution.
- Blaine County Sustainability Plan (adoption, Spring 2024—including transportation programming elements).

Andrew brings significant expertise and experience in strategic planning and implementation to the table and has a background in right-of-way administration at the local level. He has developed strong working relationships with LHTAC, our municipal partners and our ITD District office. He is knowledgeable about public policy and grants and brings a comprehensive thought process to his work. He is also completing his doctoral degree in public policy and administration through Boise State University—demonstrating his enthusiasm and experience in policy, research, and administration.

I am pleased to submit this letter of support for Andrew to join Idaho Transportation Department’s Public Transportation Advisor Council for Region 4 and I am confident he would be a valuable addition to the Council. Please reach out with any questions.

Sincerely,

Mandy M. Pomeroy
Blaine County Administrator
February 20, 2024

Shauna Miller
Idaho Transportation Department
Public Transportation Office
11331 W. Chinden Boulevard
Boise, ID 83714

RE: Andrew Mentzer Candidacy on PTAC, District 4

The Blaine County Board of Commissioners fully supports Andrew Mentzer, Blaine County’s Sustainability Manager, joining Idaho Transportation Department’s Public Transportation Advisory Council (PTAC), Region 4. Andrew has demonstrated a strong ability to coordinate partnerships and bring together strategic elements in a productive manner, for the benefit of Blaine County and our Southern Idaho neighbors. He is currently engaged with a handful of mission-critical projects that further demonstrate his capability in transportation planning and implementation:

- Blaine County Regional Transportation Committee (BCRTC) member.
- LHTAC Thriving Communities participant (anticipated start, Fall 2024).
- Highway 75 coordination with ITD, municipalities and Mountain Rides.
- Safe Streets for All (SS4A)— Federal Highway Administration (FHWA) project lead, planning grant execution.
- Blaine County Sustainability Plan (adoption, Spring 2024— including transportation programming elements).

Andrew has a good working relationship with LHTAC, our municipal partners and our ITD District office. He is knowledgeable about public policy and grants and is thoughtful and intentional in his work product. We appreciate your consideration of his candidacy.

Sincerely,

Muffy Davis, Chair
Angenie McCleary, Vice-Chair
Lindsay Mollineaux, Commissioner
Shauna,  

• Jeff has done a commendable job as D-4 PTAC rep; he deserves another term.  
• Maxine would appear to have a tangible conflict-of-interest in serving as D-4 PTAC rep, given her role as TFT's leader. Otherwise, her credentials are impressive, and she seems well-qualified for the role.  
• Andrew, given his broad experience in government affairs at the state and local levels, and the fact that he resides somewhere other than Twin Falls/The Magic Valley, has my full-throated support to be D-4's PTAC rep. I have worked with Andrew and know him to be fair, thoughtful, creative, and energetic.

Thank you for considering my comments.  
Take care,  
Wally

Wally Morgus  
Executive Director  
Mountain Rides Transportation Authority  
208.410.4618

The Public Transportation Advisory Council (PTAC) is seeking public comment on the applications received for representatives for District 3 and District 5 to serve on the advisory council.  

Public comment is open until April 21, 2024.  

The individual selected for District 1 will represent Bonner, Boundary, Shoshone, Kootenai, and Benewah counties.
The individual selected for District 4 will represent Blaine, Camas, Lincoln, Twin Falls, Jerome, Gooding, Cassia, and Minidoka counties.

PTAC was created to advise the transportation department on issues related to public transportation in Idaho. It is composed of six members, one representing each of ITD’s administrative districts.

The PTAC district applications can be viewed at: [https://itd.idaho.gov/pt/?target=Advisory](https://itd.idaho.gov/pt/?target=Advisory)

To submit comments, please send an email to: Shauna.Miller@ITD.Idaho.gov or by mail at: ITD – Public Transportation Office, Attn: Shauna Miller, 2600 Frontage RD, Lewiston, ID 83501

Application
[https://itd.idaho.gov/pt/?target=advisory](https://itd.idaho.gov/pt/?target=advisory)
WHEREAS, Idaho Statute 40-514 establishes the Public Transportation Advisory 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 with three submitted applications; and

WHEREAS, the Public Transportation Office solicited public comment on the submitted applications from March 22, 2024 to April 21, 2024; and

WHEREAS, the submitted applications and associated public comments were reviewed by the PTAC at their April 25, 2024 meeting where the council determined the applicants are qualified to fill the District 4 position.

NOW THEREFORE BE IT RESOLVED that the Transportation Board has determined to appoint for the District 4 PTAC position for the term of July 1, 2024 through June 30, 2027.