

REGULAR MEETING
IDAHO TRANSPORTATION BOARD
March 20, 2025

The Idaho Transportation Board met at 8:30 AM on Wednesday, March 20, 2025, at Chinden Campus in Boise, Idaho. The following principals were present:

William H. Moad, Chairman
Paul Franz, Member – District 1
Gary Osborn, Vice Chair – District 2
Julie DeLorenzo, Member – 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
Tim Thomas, Lead Deputy Attorney General

Department of Motor Vehicles (DMV) Tour. The Board toured the Idaho Transportation Department's DMV on the 3rd floor of the Chinden Campus, Building 8. The Board received information on DMV's strategic goals and team process, accomplishments, Skip the Trip, and a demonstration of DMV's dealer portal website.

Safety Share. Controller Robbie Swajkoski shared a recent incident where six ITD employees were involved in assisting a woman out of her smoke-engulfed truck that was pulled off the highway by the Declo Port of Entry. Road conditions were snowy and windy. Emergency Manager Travis Hire took the lead in helping the women from her vehicle.

Director Stokes presented the employees with ITD safety coins and a certificate from the Governor in honor of their heroics.

Board Minutes. Vice Chair Osborn made a motion to approve the minutes of February 19, 2025, seconded by Member Hoff, and the motion passed unopposed.

Board Meeting Dates. The next meeting is April 17 & 18 in Pocatello.

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

RES. NO. WHEREAS, consent calendar items are to be routine, non-controversial, self-
ITB25-17 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 adding the Bridge Repair and Bundling Workshop project to the FY25-FY31 Idaho Transportation Investment Program and reallocation of the Civil Engineering College Educational Reimbursement Program.

1) Add Bridge Repair and Bundling Workshop project to FY25 of the FY25-FY31 Idaho Transportation Investment Program (ITIP). The Local Highway Technical Assistance Council held a Bridge Repair and Bundling Workshop in FY2020; however, agreement funds were left unexpended. At the request of FHWA, LHTAC is opening a new project and agreement so those funds totaling \$38,000 can be used for future workshops.

2) Civil Engineering College Educational Reimbursement (CECER) Program. The Board had previously approved \$63,000 for the CECER Program with the intent of providing financial assistance to 12 civil engineering students - each receiving \$5,250 annually to help cover college educational expenses. Because there is no current mechanism to provide reimbursement to these students as state temporary employees, ITD wants to reallocate those funds to support technical training for employees. The students will still be hired for internship this summer.

Informational Items.

1) Contract awards and advertisements. There were 13 ITD and one Local contract awarded that did not require Board approval for the month of February 2025. From October 1, 2024 to February 28, 2025 there were 35 ITD and 12 local contracts awarded.

The list of projects currently under advertisement was provided.

2) Professional services agreements and term agreement work tasks report. From January 26, 2025 through February 28, 2025, 33 new professional services agreements and work tasks were processed, totaling \$9,389,395. Five supplemental agreements to existing professional services were processed during this period for \$1,128,401.

3) Non-construction professional services contract. Per Board Policy 4001, that requires ITD to report all non-construction agreements entered into by the department the previous month. There was one executed contract. The contract is to Banyan Collaborative for the development of a highway safety strategic plan totaling \$27,040.

4) Monthly report of federal formula program funding through February 28. Idaho received obligation authority (OA) of \$211.4 million through March 14, 2025. Additional apportionments were allocated via the Appropriations Act. Idaho received apportionments of \$455.6 million. Allotted program funding is \$236.1 million with \$153.4 million remaining.

5) State Fiscal Year 25 financial statements. Revenues to the State Highway Account (SHA) from all state sources as of January 31st are ahead of forecast by 5.0% with revenues in the Highway Distribution Account above by 2.03%. State revenues to the State Aeronautics Fund are above forecast by 11.53% or \$226K. The Department's expenditures were within planned

budgets. Personnel costs savings of \$3.6M is due to vacancies and timing. Contract construction cash expenditures in the SHA are \$390.2M, and total construction expenditures from the five different funds sources total \$744.1M.

The balance of the long-term investments was \$187.7M. These funds are obligated against construction projects and encumbrances. The cash balance is \$105.9M. Expenditures in the Strategic Initiatives Program Fund is \$62.7M. Deposits into the Transportation Expansion and Congestion Mitigation Fund were \$71.4M. For FY25, \$96.7M is committed to debt service. There were \$1.4M in expenditures from the Federal CARES Act fund through end of December. Expenditures for the TECM bond program during this period is \$200.8M and \$616K for GARVEE

Policies Subcommittee Report. Vice Chair Osborn, Policies Subcommittee Chairman, reported the subcommittee met to review the four policies that are placed on today's agenda. The subcommittee supported staff's recommendations with a few amendments.

Director's Monthly Report. Director Stokes gave an update on Transportation, Expansion & Congestion Mitigation (TECM), statewide winter driving classes and new training opportunities. Some highlights included on February 25, 2025, the final TECM bond sale sold for \$343.3 million at 4.12% interest rate. The transaction closed on March 11th. Bank of America was the lead banker. The department, in partnership with the Idaho State Police, offered 18 community classes statewide for the first time this winter focusing on increasing safety on Idaho roads. Over the past three years, TECM and other funding sources, leveraged \$2.3 billion in construction projects. New this year is the implementation of three supervisorial training classes – Supervisor Essentials, New Supervisor Onboarding and Presentation Skills.

CD McElhinney reported on the Ada County Highway District (ACHD) Eckert Bridge closure and emergency repairs. In partnership with ACHD, the bridge was reopened in 39 days. The existing 325-foot bridge with timber piles was built in 1954. An inspection in December 2024 indicated the timber piles needed to be strengthen resulting in the bridge closure on January 31, 2025. ITD inspects all bridges statewide. Through the collective expertise and efforts of ITD, ACHD and Forsgren, permits were secured and 22 of the 48 timber piles were reinforced with steel and concrete base supports allowing for the expedited reopening of the bridge on March 10th. Timing with rising river levels were a critical factor. ACHD also did some deck improvements. A new replacement bridge is scheduled in the local program.

Highway Division Administrator/State Bridge Engineer Mike Johnson and District 3 Engineer Jason Brinkman introduced and thanked their respective team members.

ACHD Director Ryan Head also thanked ITD for its support from procuring materials to the unwavering partnership amongst both teams.

Legislative Update. Government Affairs Manager Colby Cameron reported the legislature is wrapping up the session. The TECM extension, HB25, is in the senate for final vote with anticipation of it forwarding to the Governor. The legislation directing ITD to do specific

corridor studies in the Treasure Valley, SB1115, was returned to committee. This year, five specialty vehicle plates were introduced. Legislation on towing and abandon vehicles is being amended in the senate before going to the house. The Joint Finance Appropriation Committee (JFAC) voted on ITD's enhanced FY26 budget request – this is a new process implemented last year reviewing agency maintenance and enhanced budget items separately.

Financial Manager Kirk Weiskircher reviewed the JFAC changes made to ITD's FY26 enhancement budget request. Some highlights included the Division of Aeronautics' \$350,000 equipment request was removed, pay enhancements were reduced by 2.5%, funding for the District 4 building of \$9.6 million was removed and reallocated for the State Street HQ building repairs, and the Strategic Initiative Fund was reduced to \$275 million removing \$17 million from the program.

Chief Engineer Construction Program Spring Update. Highways Program Project Manager Angie Heuring reported on project delivery, recognized ITD's statewide construction managers, and thanked ITD's construction partners and shared partnering efforts. Some highlights included there are 117 projects in active construction (\$2.3 billion value) with 55 new projects delivered for construction in FY25. Since 2020, 114 projects received Excellence in Construction Partnering awards. Ongoing partnership efforts have led to delivering quality projects as a team.

Chief Engineer Dave Kuisti gave an update on ITD's 11 major construction projects statewide – per the map with project detail, shown as Exhibit 578, which is made a part hereof with like effect. CE Kuisti noted the significant amount of planning and development that went into each project prior to it going to construction. The I-86/I-15 System Interchange is the single largest contract in the state to date and it was designed in-house. ITD continues to hold ITD/AGC partnership meetings. Looking ahead for 2025, there are four major projects in the works: I-90, SH-41 to US-95 West and East, SH-16/44 Interchange, and SH-75, Elkhorn to River Street – all not bid except for the latter.

In response to Member Bulger's question if right-of-way costs are included in the \$326.4 million SH-16 corridor project, CE Kuisti stated that contract amount is only for construction costs.

In respect to the US-95, Payette to Weiser project bid (referenced in the contract awards and advertisements informational calendar items), Chairman Moad stated the Board approved a study on this corridor and asked if any additional improvements such as shoulder work or passing lanes are included. DE-3 Jason Brinkman responded the project is for pavement rehabilitation, and currently, no elements for upgrade are included. He offered, they will look into doing public involvement to manage expectations.

In response to Chairman Moad's question regarding the road closure due to a mudslide on US-95 between Council and New Meadows, DE-3 Brinkman provided an update. Due to 3-inches of rainfall, water seeped below the road surface causing the northbound lane to erode.

Contractors are on site and anticipate completing the site survey today. The road is expected to open up to vehicles under 10,000 pounds. Southbound traffic is detoured to SH-55, which includes 48-foot trucks, and a waver for 53-foot trailers. However, staff is reviewing truck off-tracking requirements for safe passage on Rainbow Bridge.

Office of Communication (OOC) Annual Report. OOC Manager John Tomlinson gave his annual report introducing a new employee, highlighting his team’s years of service benchmarks, and outlining successes in 2024 and goals for 2025. Some highlights included the 2024 Name a Snowplow Campaign received 127 suggestions from 8th students and ITD employees. Two snowplows for each of the six districts were named. OOC conducted communication trainings, received a Social Media Gold Winner Award, created instructional videos for Aeronautics, and crafted the Stay Alert Work Zone Safety activity book for ages 5 – 12. For 2025, OOC is working on ITD’s website redesign, creating a Crisis Communication Plan and revising the Guide to Public Involvement for Project Delivery. OOC Manager Tomlinson concluded with a “Year in Review” video – produced in-house.

Board Policy 4048/Administrative Policy 5048 Freight Advisory Committee (FAC). Freight Program Manager Caleb Forrey provided background on ITD’s effort to review all its advisory board policies to create common language and clarify how ITD interacts with them. The proposed changes reflect that effort to eliminate redundancy and streamline the policies. A few technical corrections were made to include the Board’s action of appointing FAC members as well as the chair.

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

RES. NO. WHEREAS, the Idaho Transportation Board is charged with setting policies for
ITB25-18 the Idaho Transportation Department; and

WHEREAS, Board Policy 4048, Freight Advisory Committee, was revised to include a brief explanation of the advisory committee’s role and purpose; and

WHEREAS, Board Policy 4048 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 5048, Freight Advisory Committee, was revised to clarify how the advisory committee functions in coordination with the department; and

WHEREAS, Administrative Policy 5048, Freight Advisory Committee, was revised to clarify the primary tasks the advisory committee is asked to provide in its recommendations on matters concerning freight in Idaho; and

WHEREAS, the Transportation Board's Subcommittee on Policies concurred with staff's recommendations, with additional subcommittee amendments, at its February 25, 2025 meeting.

NOW THEREFORE BE IT RESOLVED, that the Board approves the revisions to Board Policy 4048 Freight Advisory Committee.

BE IT FURTHER RESOLVED, that the Board concurs with revisions to the corresponding Administrative Policy 5048 Freight Advisory Committee.

Add I-15, 5th Street Interchange Ramps Project to the Early Development (ED) Program. District 5 Engineer Todd Hubbard reviewed the request to add I-15, 5th Street Interchange ramps project to the Early Development Program. The ramps, built in 1965, provide access to Idaho State University and Center High School. Due to increased growth, the ramp terminals need more turn lanes and potentially signalization to relieve traffic queuing during peak hours. Adding the project to the ED Program will allow staff to evaluate design improvements for future configurations. The request is only for design funds of \$800,000.

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

RES. NO. WHEREAS, the Idaho Transportation Board supports the Idaho Transportation
ITB25-19 Department’s mission of safety, mobility, and economic opportunity; and

WHEREAS, the Idaho Transportation Department has recognized a need for roadway improvements at the I-15, 5th Street Interchange; and

WHEREAS, having a project in the Idaho Transportation Investment Program (ITIP) Early Development Program provides the opportunity to work on the design and solutions to better understand the needs of the project.

NOW THEREFORE BE IT RESOLVED, that the Board approves adding the I-15, 5th Street Interchange Ramps project to FY25 of the approved FY25-31 ITIP in the Early Development Program at a cost of \$800,000 for preliminary engineering and consulting, offset using Federal Aid funding from statewide balancing.

Administrative Policy 5534 Identification of ITD Property and Publications. Sr. Public Information Officer Megan Jahns stated the proposed changes reflect an effort to incorporate references to the Office of Communication’s (OOC) Brand Guide. The guide details how staff should use ITD’s brand and when engaging with consultants, how they publish materials on ITD’s behalf. Some proposed changes include removing information regarding property because it is more appropriately included in other source materials and revising language to coordinate with the OOC prior to developing sub-brands.

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

RES. NO. WHEREAS, the Idaho Transportation Board is charged with setting policies for
ITB25-20 the Idaho Transportation Department; and

WHEREAS, Administrative Policy 5534, Identification of ITD Property and Publications, was revised to incorporate the Department's brand guide; and

WHEREAS, Administrative Policy 5534, Identification of ITD Property and Publications, was revised to address the creation of sub-brands; and

WHEREAS, Administrative Policy 5534, Identification of ITD Property and Publications, was revised to remove reference of ITD property and thus retitled to Identification of ITD Branding; and

WHEREAS, the Transportation Board's Subcommittee on Policies concurred with staff's recommendations at its February 25, 2025 meeting.

NOW THEREFORE BE IT RESOLVED, that the Board approves the revisions to Administrative Policy 5534 Identification of ITD Branding.

Administrative Policy 5057 Release of Department Information to the Media. Sr. Public Information Officer Megan Jahns reviewed the proposed policy changes. Because the OOC is more involved with the news media, the policy was revised directing staff to contact OOC at the initial point of contact by the media as opposed to being notified after the fact. The policy outlines the process and offers media training for staff. Language was also added to include board members on all news releases statewide.

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

RES. NO. WHEREAS, the Idaho Transportation Board is charged with setting policies for
ITB25-21 the Idaho Transportation Department; and

WHEREAS, Administrative Policy 5057, Release of Department Information to the Media, was revised to identify the inclusion of the Office of Communication proactively in media relations; and

WHEREAS, Administrative Policy 5057, Release of Department Information to the Media, was revised to establish how employees should engage with news media; and

WHEREAS, the Transportation Board's Subcommittee on Policies concurred with staff's recommendations, with additional subcommittee amendments, at its February 25, 2025 meeting.

NOW THEREFORE BE IT RESOLVED, that the Board approves the revisions to Administrative Policy 5057 Release of Department Information to the Media.

Request to Approve Consultant Agreements. State Design Engineer Monica Crider presented the request for consultant agreement authorization for design and construction engineering and inspection (CE&I) services. The three District 3 projects, as shown in the resolution, are US-20/26, Middleton Road to Star Road by Jacobs Engineering Group; SH-16, Ustick Road to US-20/26 by HMM; and SH-55, Banks intersection improvements by Parametrix. SDE Crider reviewed the project background and justification and outlined the requested authorization for each project.

CD McElhinney commented staff will install an interim signal at the SH-55, Banks/Lowman intersection this summer.

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

RES. NO. ITB25-22 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:

KEY NUMBER/SERVICES	PROJECT NAME	DISTRICT	TOTAL PREVIOUS AGREEMENTS	PREVIOUS AUTHORIZATION	THIS AGREEMENT	TOTAL AUTHORIZATION
23337 ¹ / Design	US-20/26, Middleton Rd to Star Rd, Ada/Canyon Counties	3	\$11,994,510	\$12,000,000	\$962,261	\$12,957,771
23408 ¹ / CE&I	SH-16, Ustick Rd to US-20/26, Ada/Canyon Counties	3	\$4,003,370	\$4,900,000	\$1,633,794	\$5,637,164
24378 ¹ / Design	SH-55, Banks Intersection Improvements	3	-	-	\$4,000,000	\$4,000,000

- 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

Executive Session on Legal and Personnel Issues. Member DeLorenzo made a motion to meet in executive session at 11:26 AM to discuss issues as authorized in Idaho Code Section 74-206 (b) and in Idaho Code Section 74-206 (f). Vice Chair Osborn seconded the motion and it passed unanimously by roll call vote.

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

The Board ended executive session at 12:51 PM.

Administrative Settlements Over \$200,000. Right of Way Manager Justin Pond presented an administrative settlement for KN23337, Project No. A023(337) US 20/26 Middleton Road to Star Road, Ada and Canyon Counties for Parcel 96.

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

RES. NO. WHEREAS, the Idaho Transportation Department is acquiring right-of-way along
ITB25-23 US 20/26, Middleton Rd. to Star Rd., for Project No. A023(337); and

WHEREAS, the Idaho Transportation Department and the property owner have engaged in good faith negotiations; and

WHEREAS, both parties agree that additional payment is justified in order for the Idaho Transportation Department to fairly compensate the property owner of Parcel 96.

NOW THEREFORE BE IT RESOLVED, that the Idaho Transportation Board approves an Administrative Settlement over \$200,000.00 for the right-of-way acquisition along US 20/26, Middleton Rd. to Star Rd., for Project No. A023(337), KN 23337, Parcel 96.

WHEREUPON, the Idaho Transportation Board adjourned its regular monthly meeting at 1:00 PM.

Read and Approved
April 18, 2025
Pocatello, Idaho

SIGNED

WILLIAM H. MOAD, CHAIRMAN
Idaho Transportation Board

Lorraine Dennis, Business Executive
Idaho Transportation Board