

Idaho Transportation Board Subcommittee on Policies  
April 7, 2026, Chinden Campus

Idaho Transportation Board Subcommittee on Policies held a remote meeting on April 7, 2026. Subcommittee members in attendance were District 2 Member Gary Osborn (Chairman), District 4 Member Mitch Watkins, District 5 Member John Bulger, and Business Executive to the Board Lorraine Dennis.

Key principals present were Chief Deputy Dave Kuisti, Chief Operations Officer Todd Hubbard, Chief Engineer Chad Clawson, State Design Engineer Monica Crider, Deputy Attorney General Tiffany Hales, and LHTAC Administrator Laila Kral.

Chairman Osborn called the meeting to order at 9:01 AM.

Minutes. Member Watkins made a motion to approve the minutes of November 18, 2025. Member Bulger seconded the motion.

Board Policy 4024/Administrative Policy 5024 Public Hearings. Chief Engineer Clawson stated the main purpose of revising policies 4024 and 5024 was to distinguish between public meetings and hearings. The changes remove any ambiguity, restructures practices, notes exceptions for when determination are made by the Board or a delegate and removes public hearing officers from the process. The district engineer will decide if a public hearing is needed.

In response to Member Watkins' question about public meetings for right-of-way, CE Clawson stated that ITD does hold those meetings, and the district engineer decides if a meeting needs to be held.

In respect to the revised Board Policy 4024, Lines 80 and 81, Member Bulger questioned if both the bulleted statements, that outline the criteria for when a state funded highway project must have a public hearing, have to be met or if it is an either-or scenario. Member Bulger stated he reads it as an 'and' condition and inquired if it is a statutory requirement. CD Kuisti stated the intent is if either one of the outlined criteria were met that staff would bring them to the public as a matter of transparency.

Member Bulger made a motion, seconded by Member Watkins, to add the words "and/or" to Line 81.

After subsequent discussion, Member Bulger amended his motion to revise Board Policy 4024, Line 81 inserting the word "or" between the two bullet points instead of "and/or" and to refer the policy to the Transportation Board for its consideration. Member Watkins seconded the motion.

CE Clawson reported the proposed changes for Administrative Policy 5024 were similar to Board Policy 4024.

Member Bulger made a motion to support staff's recommendation and refer the policy to the Transportation Board for its consideration. Member Watkins seconded the motion.

Board Policy 4001/Administrative Policy 5001 Authority to Sign Contracts, Agreements, and Grants and Requirements to Report Certain Contracts. State Design Engineer Moncia Crider reviewed the proposed policy changes stating the revisions are to update organizational changes and the legal authority. The major proposed revisions are in the highway contracts and agreements section that require Board's approval. For contract awards, it adds a qualifier of "greater than \$500,000" for bids exceeding 10% of the engineer's estimate (EE), and increases the contract amount threshold for bids exceeding the EE from \$2 million to \$5 million. For professional services agreements, the proposal increases the award threshold from \$1 million to \$3 million.

CD Kuisti reported there has been discussions in the past regarding the number of consultant agreements that come before the board each month. Raising the limits from \$1 million to \$3 million only brings about a third of those to the board. He stated the intent is not to lessen the board's oversight but rather are an effort to manage the business aspect and improve efficiency. Contract awards will still be reported each month on the board's meeting agenda under the informational calendar items.

Member Watkins commented that the increases seemed fairly large for one-time adjustments. He acknowledged inflation as a factor and other conditions.

Member Bulger suggested full board engagement regarding the proposed revisions would be beneficial.

Member Watkins supported the idea of the full board's review and stated that staff should provide statistics surrounding the proposal and impact. Member Bulger agreed that staff should provide historical data and inquired when the policy was last revised.

SDE Crider stated the policy threshold of \$1 million has been the same since 2000. She suggested instead of seeking support for policy changes today that the information be presented to the full board first as a concept to include background information and statistics.

The subcommittee concurred with staff's recommendations. No motion was made. Instead, staff will present the concept to the board at its April 16, 2026, meeting.

SDE Crider reviewed Administrative Policy 5001 stating the main change was to the delegated authority to bid and award contracts.

In respect to Board Policy 4001, Member Bulger asked staff to reconsider the use of the word "shall." SDE Crider stated she will revisit the language and suggested potential use of "required" instead.

The meeting adjourned at 9:40 A.M.

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Respectfully submitted by:

LORRAINE DENNIS  
Business Executive, Idaho Transportation Board