

POLICY BOARD MEETING MINUTES

April 19, 2023

3:30 P.M.

CITY OF IDAHO FALLS COUNCIL CHAMBERS

POLICY BOARD MEMBERS PRESENT

In-Person:

Lisa Burtenshaw – Idaho Falls City Council

Jim Francis – Idaho Falls City Council

Jim Freeman – Idaho Falls City Council

Larry Gilmore – Ucon City Council

Dan Gubler – Iona Mayor

Jason Minzghor – ITD Engineering Manager

George VanderMeer – Ammon City Council

Michelle Ziel-Dingman – Idaho Falls City Council

ALSO PRESENT:

BMPO Director Darrell West, Transportation Planner DaNiel Jose, BMPO Office Assistant Stephanie Gazdik, City of Idaho Falls Economic Development Administrator Christian Ashcroft, GIFT Transit Director Kade Marquez, Idaho Falls Assistant Public Works Director Chris Canfield, and ITD Engineering Manager Karen Hiatt.

CALL TO ORDER: Lisa Burtenshaw called the meeting to order at 3:30

ITD's Karen Hiatt Presented PEL Awards for I-15/US20 Connector Projects to Bonneville County, City of Idaho Falls, and Bonneville Metropolitan Planning Organization.

CONSENT ITEMS

MINUTES – Policy Board Meeting March 15, 2023

John Walker made the motion to approve the minutes of the March 15, 2023,

Policy Board Meeting. The motion was seconded by Jim Freeman. A roll call vote was as follows:

Burtenshaw, yes; Francis, yes; Freeman, yes; Gilmore, yes; Gubler, yes; Minzghor, yes; VanderMeer, yes; Ziel-Dingman, yes. The motion passed.

ACTION ITEMS

Metropolitan Planning Area Boundary

Darrell West discussed the smoothing of the Metropolitan Planning Area Boundary. BMPO did receive some comments on the proposed changes. The comments were discussed, and concerns were addressed. Jason Minzghor made the motion to keep the boundary as shown, George VanderMeer seconded the motion. A roll call vote was as follows: Burtenshaw, yes; Francis, yes; Freeman, yes; Gilmore, yes; Gubler, yes; Minzghor, yes; VanderMeer, yes; Ziel-Dingman, yes. The motion passed.

BMPA FY 2024 TIP - STBG-Urban Request Approved by Committee										
Key Number	Project Description / Funding Category / Project Sponsor	Phase	Prior Year Program	2024	2025	2026	2027	2028	PD	Potential Advancement and/or Cost Increase of Project Phases
23304	17th/Curlew Intersection Improvements / STBG-Urban / City of Ammon	CE/CN					103			PD advanced to FY 2027
		PE/PC	18							
		RW								
23702	Woodruff Ave, Meppen Canal to Lincoln Pavement Overlay / STBG-Urban / City of Idaho Falls	CE/CN						1256		PD advanced to FY 2028 and cost increased by 328
		PE/PC		97						
		RW								
23703	Citywide Radar Signs / STBG-Urban / City of Idaho Falls	CE/CN						373		PD advanced to FY 2028
		PE/PC		16						
		RW								
NA	Ammon/1st Street Intersection Improvements / STBG-U / Bonneville County	CE/CN							974	Added to PD
		PE/PC						120		
		RW						200		
NA	Holmes, Sunnyside to Taylorview Roadway Improvements / STBG-U / Idaho Falls	CE/CN							3380	Added to PD
		PE/PC						300		
		RW						20		

STBG-Urban Project Application Process

Darrell West discussed the STBG-Urban Project Application Process. He asked TAC Applicants to include more project details in the project descriptions section of the application in the future. He asked applicants to confirm projects are in the urban area. Maps will be included in future applications. Darrell told the Policy Board Members he recommended to TAC a project sponsor attend the Policy Board meeting in case there are questions about their project.

TAC members did not feel the application process needed to be overhauled but some improvements could be made such as:

- Enhance the details and information provided in the project applications
- Think regionally when scoring projects, remember that all projects provide a benefit
- Orientation for first time scorers to better understand application criteria

High Capacity Roadway Study Methods and Assumptions

Darrell West went over the changes to the HCRS Methods and Assumptions. HCRS Steering Committee met to discuss the Public Outreach Planning (POP) results and potential adjustments to the HCRS Methods and Assumptions Memorandum. The following includes the adjustments that have been made per the meeting and from the TAC meeting held last week:

- Recognizes the planning boundary as approved by the TAC and Policy Board
- Adds Chamber of Commerce, Fire and EMS as key stakeholder groups
- Identifies advertising for the open houses
- Identifies Steering Committee role in conducting public events
- Identifies the details for open houses including length and invitees
- Acknowledges the need for tools to solicit input and obtain feedback
- Identifies forums for distribution of study outcomes
- Identifies that there may be additional public outreach efforts needed which might be included as additional services and paid for with metropolitan planning funds or other resources

Additional State Funds

There has been no information on more available funds as of April 12th, 2023.

Meeting Adjourned

Stephanie Gazdik
Recording Secretary