

POLICY BOARD MEETING MINUTES

September 21, 2022

3:30 P.M.

CITY OF IDAHO FALLS COUNCIL CHAMBERS

POLICY BOARD MEMBERS PRESENT:

In-Person:

Lisa Burtenshaw – Idaho Falls Council Member, Jim Freeman – Idaho Falls Council Member
Jim Francis – Idaho Falls Council Member

MEMBERS ABSENT: Dan Gubler – Iona Mayor, Rebecca Casper – Idaho Falls Mayor,
Josh Wheeler – Ammon City Council Member, Jon Walker – Bonneville Co. Commissioner

WebEx: Larry Gilmore – Ucon Council Member (phone), Jason Minzghor – ITD District 6
Engineer

ALSO PRESENT: TAC Chairman – Micah Austin, TAC Vice Chairman – Chris Canfield,
Kelly Hoopes – Horrocks Engineers, Lance Bates – Bonneville County Public Works Director,
Gift Transit Coordinator – Kade Marquez, BMPO Director – Darrell West, Transportation
Planner DaNiel Jose, BMPO Office Assistant – Stephanie Gazdik, were also present in-person.

CALL TO ORDER: Jim Freeman called the meeting to order at 3:30

DISCUSSION ITEMS

I-15/US 20 Project Update

Kelly Hoopes from Horrocks Engineers updated TAC members on the I-15/HWY 20 Project. The Notice of Intent had been published. The comment period closed 9/14/2022. There have been no comments. There will be a remote agency scoping meeting on October 12th 2022, from 1:00-2:30pm. A public scoping meeting will be held October 18th 2022. Any questions on this project received should be directed FHWA now that the NOI process is complete.

Bonneville County Transportation Plan

Lance Bates gave an overview of the Bonneville Transportation Plan. He went over the background of the project, the completed tasks, and the upcoming tasks. The Bonneville County Transportation Plan is expected to be completed by the end of 2022.

CONSENT ITEMS

MINUTES – Policy Board Meeting June 29,2022

Lisa Burtenshaw made the motion to approve the minutes of the June 29, 2022 Policy Board meeting. The motion was seconded by Jim Francis. Jim Freeman called for a roll call vote:

Burtenshaw, yes; Francis, yes; Freeman, yes; Gilmore, yes; Minzghor, yes. The motion passed unanimously.

ACTION ITEMS

FY 2023 TIP

Darrell discussed the FY 2023 TIP. Changes from the TIP Draft to the Final FY 2023 TIP were reviewed. Motion to approve the FY 2023 Transportation Improvement Plan was made by Lisa Burtenshaw. Jim Francis seconded the motion. Jim Freeman called for a roll call vote: Burtenshaw, yes; Francis, yes; Freeman, yes; Gilmore, yes; Minzghor, yes. The motion passed unanimously.

FY 2023 UPWP

Darrell West went over the FY 2023 UPWP. Jim Francis made the motion to approve the FY 2023 UPWP. Lisa Burtenshaw seconded the motion. Jim Freeman called for a roll call vote: Burtenshaw, yes; Francis, yes; Freeman, yes; Gilmore, yes; Minzghor, yes. The motion passed unanimously.

DISCUSSION ITEMS

Updated BPAC Committee Members List

DaNiel went over the changes from last year's BPAC committee members and reviewed the new committee members list.

High Capacity Roadway Study RFI Status

Darrell West updated the Policy Board on the HCRS. The Scope of Work was discussed between the consultant team, BMPO staff, and TAC members and refined. The consultant is assigning hours and costs to the tasks in the Scope of Work which BMPO staff and TAC members will review and recommend modifications. Once the hours and costs are agreed upon a contract will be approved and initiated and work can begin.

Demographics Update

Darrell discussed the changes in the demographics. See Attached

ACTION ITEMS

Keller FY 2023 Contract

Darrell went over the FY 2023 contract with Keller Associates and changes from last years contract. BMPO agrees to pay the CONSULTANT an amount not to exceed \$15,000 for services incurred during the fiscal year 2023 beginning October 1, 2022 and ending September 30, 2023. The CONSULTANT is under no obligation to preform services exceeding \$15,000. Services will be billed on an hourly basis plus direct expenses. The hourly rates include raw labor, 171.26% overhead on labor, and 12.0% fee on labor + overhead. The CONSULTANT has no markup on direct expenses.

Jim Francis made to motion to approve the contract. Lisa Burtenshaw seconded the motion. Jim Freeman called for a roll call vote: Burtenshaw, yes; Francis, yes; Freeman, yes; Gilmore, yes; Minzghor, yes. The motion passed unanimously.

The meeting adjourned

Stephanie Gazdik
Recording Secretary

Demographic Update

2020 Census

- Boundary changes to traffic analyses zones (TAZs) were presented in January
- Population and household data were assigned in April
- Evaluation of differences between 2019 estimates and 2020 census households
 - 85% of TAZs had no more or less of a shift of 25 households. This small shift can be contributed to a difference in vacancy rates and household size for the population
 - BMPO staff performed a review of households in all TAZs. Most with a shift of more or less than 50 were due to newer development, TAZ splits, and boundary adjustments.

2035 and 2050 Projections

- With 2020 as a new base future demographic projections required adjustments
- Three processes were applied
 1. Apply the difference between 2019 and 2020 to existing projections
 - Increases 2050 control total by 5810 population and 1646 households
 - Increase may over-inflate projections in some TAZs
 - Decrease may under-estimate growth potential in some TAZs
 2. Apply #1 and adjust the 2035 and 2050 population and households to control totals
 - Only those TAZs that had projected growth were reduced, this created TAZs that had less population and households than the original projections

Demographic Update

2035 and 2050 Projections

3. Maintain original 2050 projections for as many TAZs as possible and make necessary adjustments to other TAZs. 2035 projections were mid-point between 2020 and 2050.

Households			
	2019 to 2020	2020 to 2050	2050 Projection
	Increased	Growth	Maintain Current
	Decreased	Growth	Apply A
	Both	No Growth	Same as 2020
	Increased	Growth	Same as 2020*

- Increases 2050 control total by 2129 population and 543 households

This process was accepted as the starting point and planners are going to spot-check TAZs where growth may be projected as too high or low. Recommended adjustments are due to BMPO staff by Tuesday, October 4th.

BMPO staff plans on presenting the new 2020, 2035, and 2050 for approval at October meetings.