

POLICY BOARD MEETING MINUTES

September 20, 2023

3:30 P.M.

CITY OF IDAHO FALLS COUNCIL CHAMBERS

POLICY BOARD MEMBERS PRESENT

In-Person:

Wade Allen – Planning, Scoping, Materials, Manager ITD District 6

Lisa Burtenshaw – Idaho Falls City Council

Rebecca Casper – Idaho Falls Mayor

Jim Francis – Idaho Falls City Council

Jim Freeman – Idaho Falls City Council

Larry Gilmore – Ucon City Council

Jon Walker – Bonneville County Commissioner

Members Absent:

Dan Gubler – Iona Mayor

George VanderMeer – Ammon City Council

ALSO PRESENT: BMPO Director Darrell West, BMPO Transportation Planner DaNiel Jose, BMPO Office Assistant Stephanie Gazdik, Idaho Falls Public Works Director Chris Fredrickson, and Idaho Falls Assistant Public Works Director Chris Canfield were also present in-person.

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

CONSENT ITEMS

MINUTES – Joint Policy Board/TAC Meeting August 16, 2023

Jim Francis made the motion to approve the minutes of the August 16, 2023,

Joint Policy Board/TAC Meeting. Larry Gilmore seconded the motion. The roll call vote was as follows:

Allen, yes; Burtenshaw, yes; Casper, yes; Francis, yes; Freeman, yes; Glimore, yes; Walker, yes. The motion passed.

ACTION ITEMS

Final FY2024 UPWP

Darrell West went over the funding sources, local match percentages, tasks, and BMPO's budget per task for the FY2024 UPWP.

Jim Freeman made the motion to approve the FY2024 UPWP. Jon Walker seconded the motion.

The roll call vote was as follows: Allen, yes; Burtenshaw, yes; Casper, yes; Francis, yes; Freeman, yes; Glimore, yes; Walker, yes. The motion passed.

Strategic Initiatives Project Priorities

Darrell West discussed the Strategic Initiatives Projects submitted, scoring, and methods to establish project priorities.

20 applications for Category 1 (Large Urban) funds
\$125,000,000 funding request for \$50,000,000

District 1 (KMPO) – 4 applications at \$17,000,000
District 2 (LCVMPO) – 3 applications at \$17,000,000
District 3 (COMPASS Boise/Nampa) – 6 applications at \$49,000,000
District 4 (Twin Falls) – 1 application at \$8,000,000
District 5 (BTPO) – 2 applications at \$18,000,000
District 6 (BMPO) – 4 applications at \$16,000,000

How the applications were going to be prioritized for Category 1 projects has been a moving target. At the TAC meeting it was assumed based on conversations with ITD that the MPOs would bring their prioritized projects together and an overall Category 1 priority list would be worked out similar to STBG-Urban programming.

TAC made the recommendation to the Policy Board that the applications be scored using the ITD scoring process.

It was decided that all Category 1 projects will be scored using the ITD process. BMPO staff will score all Category 1 applications except the 4 area applications scored by TAC.

It was identified that the City of Iona had submitted a project to Category 2. It was moved to Category 1 and scored by TAC members.

The following identifies the TAC application scores:

Category	Avail	Total			
		Iona Road	Ammon Road	Pancheri Bridge	City of Iona Roads
1) Description	15	13	13	15	12
2) Scope, limit, and estimate	15	11	15	14	13
3) Right-of-way or easments	10	6	10	10	9
4) Bid ready	20	14	17	20	9
5) Mitigate SHS impacts or economically significant	30	18	21	23	12
6) Support and Partnership	10	9	6	8	7
TOTAL (available 100 points)	100	71	82	90	62

Jim Francis made the motion to change the score in category 5 on the Pancheri Bridge Project from a 23 to a 28. Jim Freeman seconded that motion. The roll call vote was as follows: Allen, yes; Burtenshaw, yes; Casper, yes; Francis, yes; Freeman, yes; Glimore, yes; Walker, yes. The motion passed.

Rebecca Casper moved to amend the original motion to also change category 6 on Ammon Road Project from a 6 to a 9 since the support letters had been received. Jim Freeman seconded the motion.

The roll call vote was as follows: Allen, yes; Burtenshaw, yes; Casper, yes; Francis, yes; Freeman, yes; Glimore, yes; Walker, yes. The motion passed.

Jim Freeman made the motion to accept the BMPO rankings with the changes made as follows.

Iona Road 71
Ammon Road 85
Pancheri Bridge 95
City of Iona Roads 62

Jim Francis seconded the motion. The roll call vote was as follows, those in favor: Allen, yes; Burtenshaw, yes; Casper, yes; Francis, yes; Freeman, yes; Glimore, yes. Those opposed: Walker, no. The motion passed.

BMPO On-Call Consulting Contract

Darrell West discussed the on-call consulting contract for BMPO for FY2024. The contract will be with Michael Baker Intl. for \$5,000.

Changes from FY2023: Overhead on labor is 141.96% which is a decrease of about 29% and fee on labor + overhead remains at 12.0%.

Primary Need: Provide assistance related to any unforeseen modeling, engineering, and other technical questions or inputs related to area traffic and planning studies.

Rebecca Casper made the motion to approve the contract with Michael Baker Intl. Jim Freeman seconded the motion. The roll call vote was as follows: Allen, yes; Burtenshaw, yes; Casper, yes; Francis, yes; Freeman, yes; Glimore, yes; Walker, yes. The motion passed.

DISCUSSION ITEMS

ITD Project Updates

Wade Allen from ITD notified the Committee Members of an ITD District 6 Board Outreach Workshop on October 17, from 1:30 PM – 4:30 PM in Rexburg.

High-Capacity Roadway Study (HCRS) Update

Darrell West discussed the upcoming schedule for the High Capacity Roadway Study.

Tech Memo #1 will be available next week for review

Steering Committee Meeting #1 will be scheduled around October 11th (TAC meeting)

Open House #1 will be established at the Steering Committee Meeting

Funds for End of Year Projects

The following End of Year Projects had funds obligated.

Key #	Project	Phase	Funds	Comment
23303	17TH ST; HITT RD TO AVOCET, AMMON	PC	\$65,000	Obligated 9/7/2023
23304	INT 17TH & CURLEW, AMMON	PC	\$11,000	Obligated 9/7/2023
22008	SCIENCE CENTER; N BLVD TO HOLMES	PL	\$15,000	Obligated 9/12/2023

FY2023 TIP Modifications

BMPA FY 2023 TIP Modification #16 - September 5, 2023

Key Number	Project Description / Funding Category / Project Sponsor	Phase	Prior Year Program	2023	2024	2025	2026	2027	2028	2029	PD	PD Unfunded	Federal Aid	Sponsor Match	Total	2024-PD Current Year \$
23868	SR2S D91/93 Coordination / Transportation Alternatives Program / School Districts 91/93			35									32	3	35	

Funds swept due to project being consolidated to KN 22041

BMPA FY 2023 TIP Modification #17 - September 5, 2023

Key Number	Project Description / Funding Category / Project Sponsor	Phase	Prior Year Program	2023	2024	2025	2026	2027	2028	2029	PD	PD Unfunded	Federal Aid	Sponsor Match	Total
23303	17th Street, Hitt to Avocet Pavement Rehabilitation / STBG-Urban / City of Ammon	CE/CN									611		566	45	611
		PE/PC		75 140									130	10	140
		RW											0	0	0

Add \$65,000 to existing \$75,000 for a total of \$140,000 for PC in FY 2023

BMPA FY 2023 TIP Modification #18 - September 5, 2023

Key Number	Project Description / Funding Category / Project Sponsor	Phase	Prior Year Program	2023	2024	2025	2026	2027	2028	2029	PD	PD Unfunded	Federal Aid	Sponsor Match	Total
23304	17th/Curlew Intersection Improvements / STBG-Urban / City of Ammon	CE/CN									103		95	8	103
		PE/PC		18 29									27	2	29
		RW											0	0	0

Add \$11,000 to existing \$18,000 for a total of \$29,000 for PC in FY 2023

BMPA FY 2023 TIP Modification #19 - September 5, 2023

Key Number	Project Description / Funding Category / Project Sponsor	Phase	Prior Year Program	2023	2024	2025	2026	2027	2028	2029	PD	PD Unfunded	Federal Aid	Sponsor Match	Total
22008	Science Center, N. Blvd to Holmes Overlay and Signal Upgrade / STBG-Urban / City of Idaho Falls	CE/CN				1898							1759	139	1898
		PE/PC	380	15									366	29	395
		RW		11									10	1	11

Add \$15,000 for PL in FY 2023

BMPA FY 2023 TIP Modification #20 - September 6, 2023

Key Number	Project Description / Funding Category / Project Sponsor	Phase	Prior Year Program	2023	2024	2025	2026	2027	2028	2029	PD	PD Unfunded	Federal Aid	Sponsor Match	Total
23696	Meppen Canal Trail, Idaho Canal to 25th East / Transportation Alternatives Program / City of Idaho Falls	CE/CN			572								530	42	572
		PE/PC	500	475									903	72	975
		RW											0	0	0

Add \$475,000 for PC in FY 2023

BMPA FY 2023 TIP Modification #21 - September 11, 2023

Key Number	Project Description / Funding Category / Project Sponsor	Phase	Prior Year Program	2023	2024	2025	2026	2027	2028	2029	PD	PD Unfunded	Federal Aid	Sponsor Match	Total
23889	5th E (Holmes Ave) and 49th South Signal / LHSIP / Bonneville County	CE/CN				948							878	70	948
		PE/PC		289 323									299	24	323
		RW			306								284	22	306

Add \$34,000 to existing \$289,000 for a total of \$323,000 for PC in FY 2023

Meeting Adjourned

Stephanie Gazdik
Recording Secretary

