

TAC MEETING MINUTES

January 11, 2023

3:30 P.M.

CITY OF IDAHO FALLS COUNCIL CHAMBERS

TAC MEMBERS PRESENT

In-Person:

Lance Bates – Bonneville Co. Public Works Director
Kerry Beutler – I.F. Assistant Community Development Director
Austin Black – Bonneville County Planning and Zoning Administrator
Chris Canfield – I.F. Assistant Public Works Director
Kent Fugal – I.F. City Engineer
Paul Scoresby – Ucon Representative
Jeff Sneddon – ITD District 6 Planner

Via Teams:

Micah Austin – Ammon City Administrator

Members Absent:

Chris Horsley – I.F. recreational Superintendent
Kade Marquez – GIFT Transit Director
Aaron Swenson – Iona Representative
Max Wolf – INL Representative

ALSO PRESENT: Ryan Day from ITD, BMPO Director Darrell West, Transportation Planner DaNiel Jose and BMPO Office Assistant Stephanie Gazdik were also present in-person.

CALL TO ORDER: Micah Austin called the meeting to order at 3:35

CONSENT ITEMS

MINUTES – TAC Meeting January 11, 2023

Kerry Beutler made the motion to approve the minutes of the January 11, 2023, TAC Meeting. The motion was seconded by Lance Bates. The vote was unanimous.

ACTION ITEMS

Election of Officers – Paul Scoresby nominated Chris Canfield for Chair of the Technical Advisory Committee. Paul Scoresby made the motion to elect Chris Canfield as Chair. Jeff Sneddon seconded the motion. The vote was unanimous.
Kent Fugal made the motion to elect Austin Black as Vice Chair of TAC. Lance Bates seconded the motion. The vote was unanimous.

FY 2022 UPWP End of Year Report – Darrell West went over the summary of the UPWP End of Year Report with TAC members.

FY 2022 End of Year Summary and Annual Report								
Task	Funds				Hours			%
	Programmed	Expended	% Expended	Balance	Programmed	Expended	% Expended	Completion
Task 1: Program Administration	79,039	98,153	124%	-19,114	1800	2296	128%	100%
Completed normal administrative tasks including, financial, procedural, review and documentation. New administrative support.								
Task 1: Overhead	39,650	23,692	60%	15,958	-	-	-	-
Included rent, maintenance, subscriptions, insurance, office equipment and supplies, etc.								
Task 2: Alternative Transportation Planning	36,930	36,282	98%	648	710	775	109%	100%
Participated in bicycle and pedestrian activities, programs, and training. Assisted in the restoration of public transportation services.								
Task 2: BMPO Staff (TAP)	23,840	21,510	90%	2,330	520	519	100%	100%
Managed SR2S coordinators and participated in safety education and training activities								
Task 2: Support/Overhead (TAP)	36,160	20,782	57%	15,378	-	-	-	-
Equipment, supplies and funding for coordinators								
Task 3: Data Support and Modeling (inc. Contract)	29,972	51,467	171%	-21,495	360	859	239%	80%
Updated 2020 demographic data and boundaries with Census data. Adjusted 2035 and 2050 data with the support of area planners and engineers. Adjusted current calibrated model. Demographics updated prior to anticipated schedule.								
Task 4: Metropolitan Transportation Plan	78,661	28,290	36%	50,371	1500	429	29%	60%
Performed tasks for the completion of the long-range transportation plan. This included strategies, investments, and prioritized projects with revenues and expenditures. Performance measures, environmental issues, and transportation security were also documented. Reviewed Bonneville County Transportation Plan. Accelerated schedule for long-range transportation plan.								
Task 5: Transportation Improvement Program	19,139	21,033	110%	-1,894	310	319	103%	100%
Normal activities with the development of FY 2023 TIP and annual report								
Total	343,391	301,209	88%	42,182	5200	5,197	100%	

Kent Fugal made the motion to approve the UPWP End of Year Report. Austin Black seconded the motion. The vote was unanimous.

FY 2022 TIP Annual Listing – Darrell West discussed the FY 2022 TIP Annual Listing. TAC members asked for a code sheet for the acronyms on the OTIS report. Jeff Sneddon moved to accept the report as presented. Austin Black seconded the motion. The vote was unanimous.

DISCUSSION ITEMS

FY 2023 TIP Modifications #1 thru #3 – Darrell West discussed the modifications. These modifications were FY 2022 modifications that effect the FY 2023 TIP, so the FY 2023 TIP also needed to be modified.

STBG-U Funding Formula Update – Darrell West discussed updates on the STBG-U Funding Formula. The ITD Board unanimously approved Policy 4028 (STBG-U Distribution) as presented by ITD Staff. Apparently, the MPO letter was acknowledged but basically had no bearing on the decision.

The MPOs will discuss the implications of the new policy and other federal guidelines at the STBG-Urban Committee and MPO Director’s meetings scheduled for Thursday, February 2, 2023. Possible discussion items may include but are not limited to:

- Evaluate the implementation of federal guidance that splits the urban area into large urban (50,000 – 200,000) and small urban (5,000 – 50,000). *A request will be presented to the ITD Board tomorrow* to add a new Local – Small Urban program and move existing small urban programmed projects to this new program. This new program would begin in FY 2024.
- Assess current project programming with new funding amounts made available through the application of the updated ITD Board Policy 4028. This includes the removal of small urban projects and the inclusion of Twin Falls as a large urban area. Ultimately, this will require an evaluation of program years and what years might be under-programmed or over-programmed. Thus, assessing the potential to advance or delay projects.
- Evaluate the value of continued project partnerships.
- Assess the next steps, if any, that might be taken to further the discussion of unmet MPO, and local jurisdiction needs and concerns regarding ITD Board Policy 4028.

2020 Urbanized Area Population and Boundary – Darrell West showed the 2020 urbanized area population. Boundaries will be published sometime this month. Once published BMPO will look at smoothing the urban boundary and evaluate the need to modify the planning area boundary.

High Capacity Roadway Study (HCRS) Steering Committee – Darrel West and TAC Members discussed the Steering Committee for the HCRS. Those that will form that Steering Committee are as follows, Kent Fugal, Lance Bates, Tracy Bono, Kerry Beutler, Micah Austin, Austin Black, Jeff Sneddon, and Chris Canfield.

2023 Meeting Calendar – Darrel West went over the TAC and PB Meeting calendar for 2023.

Meeting adjourned

Stephanie Gazdik
Recording Secretary