

TECHNICAL ADVISORY COMMITTEE & POLICY BOARD JOINT MEETING MINUTES

November 18, 2020

3:30 P.M.

CITY OF IDAHO FALLS COUNCIL CHAMBERS

MEMBERS PRESENT: In-Person: Policy Board Chair Jim Freeman-Idaho Falls City Council Member; TAC Chair Lance Bates-Bonneville County Public Works Director; Mark Layton-ITD District 6 Planner; Jason Minzghor Interim ITD District 6 Engineer; Dan Gubler-Iona Mayor; Paul Scoresby-Ucon Representative; Rebecca Casper-Idaho Falls Mayor

Via Webex: Kent Fugal-Idaho Falls City Engineer, Kerry Beutler-Idaho Falls Assistant Community Development Director, Tracy Bono-Ammon City Engineer, Chris Canfield-Idaho Falls Assistant Public Works Director, Jim Francis-Idaho Falls City Council Member, Aaron Swenson-Iona Representative, Steve Serr-Bonneville County P&Z

MEMBERS ABSENT: Max Wolf, Micah Austin, Chris Horsley, John Radford, Larry Gilmore, Bryon Reed

ALSO PRESENT: BMPO Director Darrell West, BMPO Transportation Planner DaNiel Jose, BMPO, BMPO Office Assistant Kaitlin Burbank. Josh Wheeler, representing Ammon Mayor, Sean Coletti, as an alternate and Kelly Hoopes, representing Horrocks Engineering, both joined the meeting via WebEx.

CALL TO ORDER: Policy Board Chair, Jim Freeman, called the meeting to order at 3:35 p.m.

CONSENT ITEMS

MINUTES- Policy Board-September 16, 2020: Jim Francis requested that the wording of the proxy voting in the minutes be adjusted, as it did not match the By-Laws. Jim Francis moved to approve the minutes with the adjustment that the wording should read “The proposed change is that the Policy Board *Agency* can provide a representative...” rather than saying “The Policy Board Members/Agencies” as well as adding, “This representative must be an elected official *from the governing body.*” This proposal was seconded by Dan Gubler. The vote was unanimous.

MINUTES – Technical Advisory Committee-September 9, 2020

Kerry Beutler made a motion to approve the minutes of the September 9th, 2020 TAC Meeting. This was seconded by Chris Canfield. The vote was unanimous.

ACTION ITEMS

Expense Reports: Kaitlin Burbank presented the expense reports from December 2019 through August 2020 with the changes that were requested from the Policy Board during the last meeting (adding the BMPO Budget to compare along with the year-to-date spending and details of travel). Dan Gubler made a motion to approve the Expense Reports, seconded by Jason Minzghor. The vote was unanimous.

Contracts

- **FY 2021 Roger's Building Contract:** DaNiel presented the BMPO's contract with BOSS LLC for renting space in the Roger's Building for FY 2021. The contract was changed so that it renews monthly in case there ever comes a time that BMPO needs to move out, we can do so without penalty. The cost of rent has not changed.
- **FY 2021 Grandview Storage Contract:** DaNiel presented the contract with Grandview Storage where we rent a storage unit for supplies that will not fit in our offices in the Roger's Building. It is an ongoing contract with a monthly fee that has not changed. However, we have decided it would be more efficient to pay an annual fee with Grandview Storage instead of paying it biannually. DaNiel's name is the one on this contract, but for legal purposes, it would be better to have the name "BMPO" added in addition to DaNiel's name.

Rebecca Casper made the motion to approve both contracts, also approving an annual payment to Grandview Storage and adding "BMPO" to the name on the contract. This was seconded by Jason Minzghor. The vote was unanimous.

2050 LRTP Final Vision: Darrell presented the revised 2050 Long-Range Transportation Plan Vision. The wording had been revised since the last meeting. Dan Gubler made a motion to approve the change in wording to the vision statement. This was seconded by Rebecca Casper and the vote was unanimous.

FY 2020 TIP Annual Listing: Darrell went through the definition of the TIP and then presented the obligations (approved projects) and programmed funds for FY 2020. Dan Gubler requested another column for the completion of the projects. Rebecca Casper asked if this was the final copy. This is subject to change, but these projects will all be obligated at some point. Rebecca Casper moved to approve the FY 2020 TIP Annual Listing as presented. This was seconded by Jason Minzghor. The vote was unanimous.

DISCUSSION ITEMS

STP-U Program Application Schedule: Darrell presented the STP-U Program Application Schedule and deadlines for each. The applications are available on our website. Darrell also presented the FY 2022 applications, deadlines and guidelines. Chris Canfield gave an update of

what has been included in their pavement project. Tracey Bono gave feedback on how they have used the I-Works. Darrell suggested a sit-down meeting to go through everything.

BMPO Website: DaNiel Jose presented features of the new BMPO website designed by Son of Erik. BMPO Staff have the ability to make changes on the website as needed.

2050 LRTP Staus:

- **Transportation Model Calibration:** Darrell went through the next steps now that the 2019 Model has been calibrated, which included future demographics and traffic calibrations.
- **Scenario High Employment Growth:** Darrell went through the current data and has found that additional employment would be distributed to TAZ's that are anticipated to grow more than originally projected.

FY 2020 TIP Modifications: Darrell discussed the most recent modifications (numbers 13, 14, and 15) to the FY 2020 TIP. All are posted to the BMPO website.

Public Transit Study Status (Transit Implementation Project): TRPTA Services will now be called Greater Idaho Falls Transit (GIFT). A three route system is being developed. ITD is putting together a proposal to use federal funds for bus shelters and other needs.

NEXT MEETING

TBD

The meeting adjourned

Kaitlin Burbank
Recording Secretary