

JOINT POLICY BOARD/TAC MEETING MINUTES

August 16, 2023

3:30 P.M.

CITY OF IDAHO FALLS COUNCIL CHAMBERS

POLICY BOARD MEMBERS PRESENT:

In-Person:

Wade Allen – ITD Planning, Scoping & Materials Manager
Lisa Burtenshaw – Idaho Falls Council Member
Rebecca Casper – Idaho Falls Mayor
Jim Francis – Idaho Falls Council Member
Jim Freeman – Idaho Falls Council Member
Larry Gilmore – Ucon Council Member
George VanderMeer – Ammon Council Member
Jon Walker – Bonneville Co. Commissioner

MEMBERS ABSENT: Dan Gubler – Iona Mayor

TAC MEMBERS PRESENT

In-Person:

Lance Bates – Bonneville Co. Public Works Director
Tony Black – Ammon Streets/Sanitation Director
Tracy Bono – Ammon Engineer
Chris Canfield – I.F. Assistant Public Works Director
Kent Fugal – I.F. City Engineer
Kade Marquez – GIFT Transit Director
Jeff Sneddon – ITD District 6 Planner

Teams:

Austin Black – Bonneville County Planning & Zoning
Chris Horsley – Idaho Falls Recreation Superintendent

Members Absent: Kerry Beutler – I.F. Assistant Community Development Director, Paul Scoresby – Ucon Representative, Aaron Swenson – Iona Representative, Max Wolf – INL Representative

ALSO PRESENT: BMPO Director Darrell West, BMPO Transportation Planner DaNiel Jose, BMPO Office Assistant Stephanie Gazdik, and Sydney Borek EIT from DKS

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

CONSENT ITEMS

MINUTES –

Policy Board Meeting September 21, 2022

Jim Francis made the motion to approve the minutes of the June 28, 2022. The motion was seconded by Jim Freeman. The motion passed unanimously.

TAC Meeting March 9, 2022 –

Jeff Sneddon made the motion to approve the minutes of the June 14, 2023. The motion was seconded by Kent Fugal. The motion passed unanimously.

DISCUSSION ITEMS

Reconnecting Communities and Neighborhoods Grant (RCN)

Sydney Borek from DKS gave TAC and Policy Board members an overview of the Reconnecting Communities and Neighborhoods Grant.

Joint funding opportunity for the Reconnecting Communities Pilot (RCP) Program and The Neighborhood Access and Equity (NAE) Program. Applications are due September 28th at 11:59 PM.

Funds will be awarded to projects that:

- Benefit disadvantaged communities
- Improve access to daily needs such as jobs, education, healthcare, food, nature, and recreation
- Foster equitable development and restoration
- Reconnect communities by removing, retrofitting, or mitigating highways or transportation facilities that create barriers to community connectivity, including mobility, access, or economic development

TWO possible approaches FOR BMPO

- Complete a joint RCP and NAE Community Planning Grant application, targeting the \$185M federal pot
- Partner with the City of Idaho Falls and/or ITD to submit a Regional Partnerships Challenge Application (\$450M total, includes capital and planning grants)

ACTION ITEMS

Emergency Action to Amend the Agenda

Rebecca Casper made the motion to amend the Policy Board/TAC Joint Meeting Agenda, moving the Reconnection Communities and Neighborhoods Grant item from a Discussion Item to an Action Item. The reason is to allow for BMPO staff to move forward work on grant application due to the short time for grant deadline. Jim Francis seconded the motion. A Roll Call Vote was as follows, Allen, yes; Burtenshaw, yes; Casper, yes; Francis, yes; Freeman, yes; Gilmore, yes; VanderMeer, yes; Walker, yes. The motion passed.

Grant Proposal Funds for DKS

Jim Francis made the motion to approve fifteen thousand dollars for DKS to do the work writing the Reconnecting Communities and Neighborhood Grant. Jim Freeman seconded the motion. A Roll Call Vote was as follows, Allen, yes; Burtenshaw, yes; Casper, yes; Francis, yes; Freeman, yes; Gilmore, yes; VanderMeer, yes; Walker, yes. The motion passed.

Strategic Initiatives Grant Program and Schedule

Darrell West discussed the Strategic Initiatives Grant Program and went over the schedule.

- Applications due to ITD September 1st, 2023
- September 13th and 20th TAC and Policy Board Meetings – Prioritize BMPO urban area projects. Note ITD will score and prioritize applications between September 4th to the 29th.
- Besides the projects ability to best meet the application criteria it is important to recognize how well a project addresses high priority long range planning needs.
- End of September or first of October – MPOs prioritize and develop overall project list. ITD will review list for any issue or problems that might need to be addressed.
- October 18th – ITD Board project approvals
- October 19th – 27th Awardee notifications

Transportation Alternatives Program Supplemental

DaNiel Jose discussed the Transportation Alternatives Program Supplemental and the Scoring Committee being established to review TAP applications and projects to be recommended to ITD.

Timeline for TAP related admin activities

July – Non-Infrastructure & Infrastructure new applications approved by FHWA

August – MPO supplemental application due

September 2023 LHTAC Council Meeting – approve application process and forms

October 2023 LHTAC workshops & outreach

December 2023 – Infrastructure Pre-Application Deadline, MPO supplemental application deadline AND Non-Infrastructure deadline

January 2024 – Infrastructure Final Application Deadline

March 2024 Scoring complete and approved

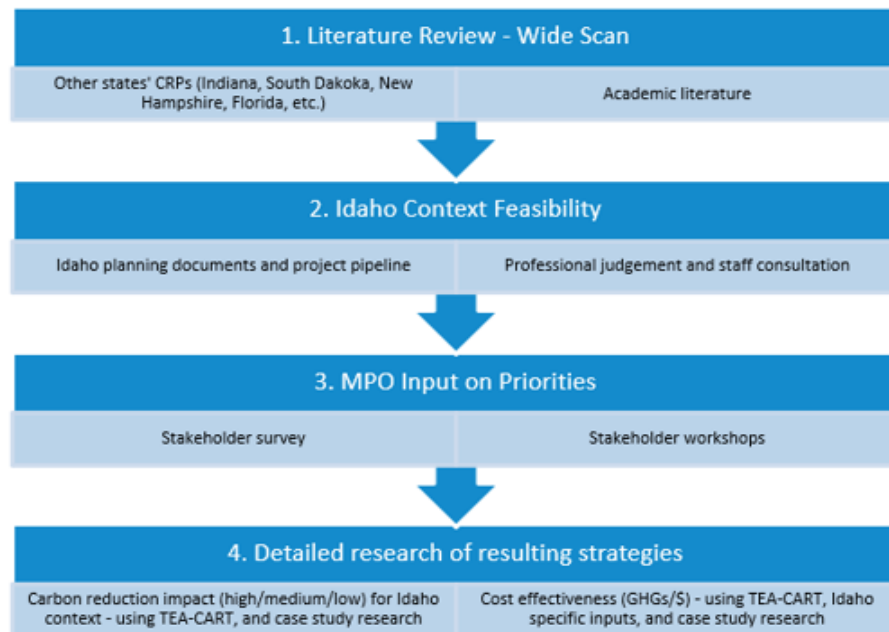
April 2024 – New Projects start Program Update Process

September 2024 – IT Board Approves new ITIP

Carbon Reduction Program

DaNiel Jose gave TAC and Policy Board members the following information on the Carbon Reduction Program.

- **Strategies Development and Prioritization Process**



Transportation Carbon Reduction Tool (T-CART)

The Transportation Carbon Reduction Tool (T-CART) is a comprehensive and dynamic tool aimed at assisting states with selecting and prioritizing transportation capital program investments to effectively support greenhouse gas (GHG) reduction

Carbon Reduction Category	Examples*
Electrification, alternative fuels, and efficiency	EVs, other alternative fuel vehicles, charging infrastructure, zero emission construction equipment and sustainable construction materials, energy efficient lighting
Freight	Truck parking (including electrical hookups), improvements at port, drayage, and warehouse facilities, diesel engine retrofits
Active Mobility	Bicycle, pedestrian, and shared mobility infrastructure (bike lanes, bike parking, trails, complete streets improvements)
Transit	Fleet electrification and alternative fuels, bus signal priority technologies, dedicated transit lanes, new vehicles, increased service
Travel Demand Management (TDM)	Managed lanes, electronic tolling, commute trip reduction, TDM program outreach
Traffic Operations and Technology Solutions	Signal timing optimization, adaptive signals, ITS and signage, ramp metering, roundabouts

*The full list of potential strategies is listed at the end of this document, based on [federal guidance](#).

Table 1. Carbon Reduction: Preliminary Strategies Under Consideration

BMPO Payroll/Benefits Audit

Stephanie Gazdik provided information to TAC and Policy Board Members on a Payroll/Benefits Audit being done by BMPO.

- Some information missing from BMPO Staff payroll reports
- BMPO staff met with City of Idaho Falls Accounting and Payroll Departments
- The payroll reports are being updated and include all information needed BMPO
- Staff met with the Policy Board Chair and Vice Chair to discuss what steps would be appropriate to take to resolve the inconsistencies
- BMPO staff will compare October 2022 to March 2023 submitted reports with corrected reports to identify missing reimbursements
- By the end of the week Idaho Falls Payroll will provide BMPO staff with the information needed to complete this task

High Capacity Roadway Study (HCRS) Update

HCRS project manager, Steve Lewis has accepted a job with Michael Baker International.

The new project manager from Keller Associates is Donn Carnahan.

BMPO staff is currently discussing with the consultants' possible modifications to the contract for completing the remaining modeling tasks:

- Steve could continue to perform the transportation modeling tasks as a sub-consultant. DKS, which is already a sub-consultant could possibly take over.
- Both modifications would likely increase the contract amount.
- Review and adjust task hours to maintain existing contract amount.

Redistribution of Funds for End of Year Projects

Redistribution of Funds – End of Year Projects

END OF YEAR LIST					
KMPO	12310	Nov 2022	RAMSEY RD; WYOMING AVE TO LANCASTER RD	PE/PC/RW	67
KMPO	19955	Jan 2023	CHASE RD BNSF RRR, POST FALLS	PL/PE	310
LCVMPO	20024	Feb 2023	BRYDEN AVE RECONSTRUCTION STG 1, LEWISTON	PL/PC	90
LHTAC	23330	April 2023	E PARKWAY; BARNEY DAIRY RD TO 7TH N, REXBURG	PC	310
KMPO	23028	April 2023	PRAIRIE AVE WIDENING PROJECT NHS ROUTE	RW	400
BMPO	23303	July 2023	17TH ST; HITT RD TO AVOCET, AMMON	PC	65
BMPO	23304	July 2023	INT 17TH & CURLEW, AMMON	PC	11
BMPO	22008	July 2023	SCIENCE CENTER; N BLVD TO HOLMES	PL	15
COMPASS	22018	July 2023	MONTANA AVE; PED IMPRV & WIDENING	RW	100
BTPO	12098	July 2023	CENTER STREET RR BR, POCATELLO	CN	2,000
COMPASS	22016	June 2023	MIDWAY RD, SH-55 (KARCHER RD) TO I-84B	CN	4,271
COMPASS	22017	June 2023	CHERRY LANE, FRANKLIN BLVD TO 11TH AVE N, NAMPA	CN	2,470
LHTAC	19247	July 2023	S FISHER STREET, BLACKFOOT	CN	400
					10,509
NOTE: if there are remaining funds available after the above list then ok to advance design projects:					
BMPO	23023	July 2023	ELM STREET; YELLOWSTONE TO SOUTH BLVD	PC	162
BMPO	23302	July 2023	WOODRUFF AVE; US26 TO LINCOLN	PE/PC/PL	225

It was decided that there was too much uncertainty whether construction funds for KN 23303 and KN 23304 could be obligated before the first of September. Once design is complete for these projects, the construction funds can be reprogrammed, added to the que for available funds or added to the FY 2024 end of year list.

FY2023 TIP Modifications #12 - #15

FY 2023 TIP Modifications

BMPA FY 2023 TIP Modification #12 - July 17, 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			66-35									32	3	35	

Funds reduced to cover cost increases for other Transportation Alternative Program (TAP) projects. Note the balance of funds will not be available for future use as they were mistakenly program

BMPA FY 2023 TIP Modification #13 - August 7, 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 \$
22894	SR2S D91/93 Coordination / Transportation Alternatives Program / School Districts 91/93			64									0	0	0	

Unschedule funds and make available for another project that has cost increase.

BMPA FY 2023 TIP Modification #14 - August 7, 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 \$
22895	SR2S D91/93 Coordination / Transportation Alternatives Program / School Districts 91/93			64									0	0	0	

Unschedule funds. Funding amounts for FY 2024 and FY 2025 will increase in the FY 2024 TIP and basically offset decreases.

BMPA FY2023 TIP - Modification #15 - August 10, 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 \$
24250	1st Street, 25th East to Ammon Road Reconstruction and Expansion / H THUD Idaho / City of Ammon	CE/CN		6033	5033								4664	369	5033	
		PE/PC		1258	1258								1166	92	1258	
		RW											0	0	0	

Delay programmed funds in FY 2023 to FY 2024

The meeting adjourned

Stephanie Gazdik
Recording Secretary