



214 East Center Street
Suite 70
P.O. Box 6129
Pocatello, Idaho 83205

**POLICY BOARD
REPRESENTATIVES**

BANNOCK COUNTY
Commissioner
Jeff Hough

CITY OF CHUBBUCK
Mayor
Kevin England

Council Member
Roger Hernandez, Chair

CITY OF POCATELLO
Mayor
Brian Blad

Council Members
Heidi Adamson, Vice-Chair
Rick Cheatum

POCATELLO
REGIONAL TRANSIT
Director
Skyler Beebe

IDAHO
TRANSPORTATION
DEPARTMENT
District Engineer
Todd Hubbard

Ex-Officio
Non-Voting Members:
Shoshone-Bannock Tribes
School District #25
Idaho State University

PLANNING DIRECTOR
Mori R. Byington

p 208-233-9322
f 866-230-4709

www.bannockplanning.org

MEETING NOTICE AND AGENDA

Policy Board
BTPO Conference Room
214 East Center Street, Suite 70
Pocatello, Idaho 83201
Monday, December 6, 2021
11:30 am

1. **Administrative Approvals**
 - a. **Approval of Minutes from October 4, 2021, Policy Board Meeting (Action Item)**
 - b. **Approve Check Register and Receipts (Action Item)**
2. **2050 Population, Housing, and Employment Projections (Action Item)**
3. **Demographic Update Allocation Model and Consultant Service (Action Item)**
4. **BTPO Policy Board Bylaw Modification**
5. **FY 2021 Transportation Improvement Program Amendments**
6. **Updates**

February 7, 2022, is the next meeting scheduled



Agenda Item #1a: Policy Board Minutes from October 4, 2021

Meeting Date: December 6, 2021

**MEETING AGENDA
Policy Board
Monday, October 4, 2021
(Virtual)
11:30 a.m.**

Members Attending:

Heidi Adamson – City of Pocatello
Roger Hernandez – City of Chubbuck
Kevin England – City of Chubbuck
Jeff Hough – Bannock County Commissioner
Rick Cheatum – City of Pocatello
Todd Hubbard – Idaho Transportation Department
Brian Blad – City of Pocatello

Others Attending:

Mori Byington – BTPO

Members Not in Attendance:

Skyler Beebe – Pocatello Regional Transit

Meeting called to order by Chairmen Hernandez at 11:30 a.m.

Agenda Item #1 – Administrative Approvals

Heidi Adamson motioned to approve agenda item 1a Minutes of September 13, 2021, and 1b check register and receipts; Brian Blad seconded the motion. The motion passed unanimously.

Agenda Item# 2 – Intelligent Transportation System Plan

Mori provided an overview of the ITS system plan. The Technical Advisory Committee recommended approval at their September 27, 2021 meeting. *Heidi Adamson motioned to approve Intelligent Transportation Plan; Kevin England seconded the motion. The motion passed unanimously.*

Agenda Item# 3 – Unsignalized Intersection Plan

Mori provided an overview of the study, including methodology, study results, and recommendations. The Technical Advisory Committee recommended approval at their September 27, 2021 meeting. *Heidi Adamson motioned to approve the Unsignalized Intersection Plan; Brian Blad seconded the motion. The motion passed unanimously.*

Agenda Item #4 – Capital Improvement Request

Mori updated the Policy Board on the lease option for the large format printer. The staff recommendation is to purchase the HP Designjet 9z due to the overall cost and the time BTPO keeps equipment. Mori also presented a request to add the purchase of a laptop computer for \$1,300 if the

repair cost of the existing laptop exceeds \$500. *Keven England motioned to approve the requests; Brian Blad seconded the motion. The motion passed unanimously.*

Agenda Item #5 – Travel Demand Model Consultant Agreement

Mori reviewed the professional agreement and scope of work for the Travel Demand Model. The cost of the agreement is not to exceed \$40,000. The FY 2022 UPWP budget includes the contract cost. *Rick Cheatum motioned to approve the Travel Demand Model Consultant Agreement; Brian Blad seconded the motion. The motion passed unanimously.*

Agenda Item #6 – 2020 Employment Update

Mori presented a summary of the draft 2020 employment technical report. The report included how BTPO determined the 2020 employment control total for both Bannock County and BTPO planning area. Mori reviewed the sources of the employment data, along with the method used to determine employment location by traffic analysis zone.

Agenda Item #7 – BTPO Policy Board Bylaw Modification

Mori presented the request to remove the Public Transportation Human Service Committee from the BTPO standing committee list. The SICOG will staff the committee. SICOG and PRT use the committee to get feedback on public transportation issues. The Policy Board supported the idea of eliminating the standing committee.

Agenda Item #8 – Idaho Transportation Board Sub-Committee on Policy Presentation

Mori discussed the upcoming presentation to the Idaho Transportation Board sub-committee. Mori reviewed the urban committee’s thoughts on the existing local funding formula and proposed changes.

Chairmen Hernandez adjourned the meeting at 12:17

Minutes, Agendas, and Packets are available online at www.bannockplanning.org/bpocommittees.html

Date: _____

Approved

By: _____

Roger Hernandez, Chair

Attested:

By: _____

Mori Byington, Planning Director

Summary of Item:

Agenda Item #1b: Check Register and Receipts

Meeting Date: December 6, 2021

Summary of Item:

Attached are the receipts and check register from the last Policy Board Meeting.

Date	Receipt	Received	From	Project	Explanation
10/14/21	087298	\$10,615.47	ITD	July Planning Reimbursement	FY 2021 CPG
10/25/21	87299	\$17,026.24	ITD	August Planning Reimbursement	FY 2021 CPG
11/16/21	87300	\$75,000	ITD	FY 2022 Signal Coordination	Signal Coordiantion



BPO CHECKS
ACCOUNTS PAYABLE CHECKS
 09/23/2021 - 11/22/2021

Date	Check No.	Amount	Payee	Project	Purpose	Recurring
9/27/2021	6751	\$ 412.61	BYINGTON, MORI	ADMIN	TRAVEL--WAVETRONICS TRAINING	NO
9/27/2021	6752	\$ 303.61	CENTURY LINK	TRAFFIC COUNTS	TRAFFIC CONTROLS	YES
9/27/2021	6753	\$ 225.33	CENTURY LINK	ADMIN	OFFICE PHONE / INTERNET	YES
9/27/2021	6754	\$ 54.00	FIRE SERVICES OF IDAHO	ADMIN	FIRE INSPECTION	YES
9/27/2021	6755	\$ 1,968.00	LIBERTY MUTUAL INSURANCE	ADMIN	RENTER'S INSURANCE	yes
9/27/2021	6756	\$ 40.01	VERIZON WIRELESS	ADMIN	JET PACK	YES
9/30/2021	6758	\$ 347.40	ICMA RETIREMENT TRUST	ADMIN	RETIREMENT CONTRIBUTION	YES
9/30/2021	6759	\$ 62.21	IDAHO DEPT OF LABOR	ADMIN	4TH QTR EMPLOYMENT NUMBERS	YES
9/30/2021	6760	\$ 4,250.00	KAR-GOR INC DBA CT NORTHWEST	TRAFFIC SIGNAL REPAIR	CAMERA REPAIR	YES
9/30/2021	6761	\$ 190.00	LASER XPRESS OF IDAHO	ADMIN	SERVICE CALL--POOR PRINT QUALITY	NO
9/30/2021	6762	\$ 1,260.70	PERSI	ADMIN	RETIREMENT CONTRIBUTION	YES
10/1/2021	6757	\$ 4,325.08	BYINGTON, MORI	VARIOUS	SEPTEMBER PAYROLL	YES
10/5/2021	ACH	\$ 1,748.40	941 PAYMENT	ADMIN	SEPTEMBER PAYROLL	YES
10/15/2021	6763	\$ 2,591.82	BANK OF IDAHO	VARIOUS	CREDIT CARD PMT	YES
10/15/2021	6764	\$ 24.00	BUSINESS PHONE SPECIALISTS	ADMIN	PHONE MAINTENANCE PLAN	YES
10/15/2021	6765	\$ 230.02	CENTURY LINK	ADMIN	OFFICE PHONE / INTERNET	YES
10/15/2021	6766	\$ 4,750.00	E.S.R.I.	MODELING	SOFTWARE	YES
10/15/2021	6767	\$ 22.69	IDAHO POWER	TRAFFIC COUNTS	POWER FOR CENTER ST.	YES
10/15/2021	6768	\$ 4,292.86	KAR-GOR INC. DBA CT NORTHWEST	TRAFFIC SIGNAL	INTELLIGENT CONTROLLERS	YES
10/15/2021	6769	\$ 2,128.43	SE IDAHO COUNCIL OF GOVERNMENTS	ADMIN	AUG MONTHLY SERVICES	YES
10/15/2021	6770	\$ 212.00	STATE TAX COMMISSION	ADMIN	SEPT PAYROLL STATE WITHHOLDING	YES
10/28/2021	6771	\$ 322.91	BYINGTON, MORI	ADMIN	IT BOARD SUB-COMMITTEE MTG.	NO
10/28/2021	6772	\$ 300.16	CENTURY LINK	TRAFFIC COUNTS	TRAFFIC PHONE	YES
10/28/2021	6773	\$ 7.03	IDAHO DEPT OF LABOR	ADMIN	3RD QTR SUTA	YES
10/28/2021	6774	\$ 4,253.99	LASER XPRESS OF IDAHO	LOCAL	PLOTTER--HP DESIGNJET	NO
10/28/2021	6775	\$ 1,058.18	MIOVISION TECHNOLOGIES, INC.	TRAFFIC INPUT	COUNT AT YELLOWSTONE / CEDAR	NO
10/28/2021	6776	\$ 40.01	VERIZON WIRELESS	ADMIN	JET PACK	YES
10/31/2021	6778	\$ 357.95	ICMA RETIREMENT TRUST	ADMIN	RETIREMENT CONTRIBUTION	YES
10/31/2021	6779	\$ 1,285.92	PERSI	ADMIN	RETIREMENT CONTRIBUTION	YES
10/31/2021	6780	\$ 2,059.20	SE IDAHO COUNCIL OF GOVERNMENTS	ADMIN	SEPT MONTHLY SERVICES	YES
11/2/2021	ACH	\$ 1,782.00	941 TAX PMT - OCT PR	ADMIN	OCTOBER PAYROLL	YES
11/1/2021	6777	\$ 4,418.57	BYINGTON, MORI	VARIOUS	OCTOBER PAYROLL	YES
11/16/2021	6781	\$ 388.28	BANK OF IDAHO	VARIOUS	CREDIT CARD PMT	YES
11/16/2021	6782	\$ 325.00	INST OF TRANSPORTATION ENGINEERS	LOCAL	MEMBERSHIP	YES
11/16/2021	6783	\$ 79.00	STATE INSURANCE FUND	ADMIN	WORKER'S COMP	YES
11/16/2021	6784	\$ 517.17	SIX MILE ENGINEERING PA	TRAFFIC SIGNAL	CONSULTANT--OCT SERVICES	YES
11/16/2021	6785	\$ 207.00	STATE TAX COMMISSION	ADMIN	OCT PAYROLL STATE WITHHOLDING	YES
11/16/2021	6786	\$ 761.00	UNITED STATES LIABILITY INSURANCE	ADMIN	LIABILITY INSURANCE, ANNUAL	YES
11/16/2021	6787	\$ 6,885.72	WESTERN SYSTEMS, INC	TRAFFIC SIGNAL	EQUIPMENT--UNITS & ANTENNAS	NO

Agenda Item #2 - 2050 Population, Housing, and Employment Projections

Meeting Date: December 6, 2021

Summary of Item:

The staff has completed the draft 2020 employment and housing unit analysis. The housing unit data cannot be finalized until the Census 2020 summary data is released later in November.

This agenda item presents the proposed methods to project the 2050 population, housing units, and employment. Staff will present a PowerPoint presentation outlining the options and recommendations for the Technical Advisory Committee.

The purpose of the 2050 forecast is to develop inputs for the Long Range Transportation Plan and the Travel Demand Model. This employment forecast is somewhat different from other service model forecasts due to the focus on traffic generators and destinations. The employment numbers are lower than the workforce. BTPO only considers wage and salary employment. Proprietor, home-based, and commuting employment are not included.

Population

There are three options for projecting the 2050 population in Bannock County and the BTPO Planning Area, they are:

1. Use growth rates from the 2012 Demographic Update

Year	Bannock County			BTPO Planning Area		
	Population	Numerical Change	Percentage Change	Population	Numerical Change	Percentage Change
2020	87,018			77,766		
2025	91,607	4,589	5.27%	81,867	4,101	5.27%
2030	96,180	4,573	4.99%	85,954	4,087	4.99%
2035	101,216	5,036	5.24%	90,455	4,501	5.24%
2040	105,776	4,560	4.51%	94,530	4,075	4.51%
2045	110,541	4,765	4.51%	98,788	4,259	4.51%
2050	115,521	4,980	4.51%	103,239	4,451	4.51%

Source: Intermountain Demographic 2012 demographic projections

2. Conducting a Cohort-survival method is challenging and time-intensive.

3. Use Woods and Poole Projections

Year	Bannock County			BTPO Planning Area		
	Population	Numerical Change	Percentage Change	Population	Numerical Change	Percentage Change
2010	83,020			73,888		
2015	84,184	1,164	1.4%	74,924	1,036	1.4%
2020	88,150	3,966	4.7%	78,454	3,530	4.7%
2025	90,727	2,577	2.9%	80,747	2,294	2.9%
2030	93,126	2,399	2.6%	82,882	2,135	2.6%
2035	95,292	2,166	2.3%	84,810	1,928	2.3%
2040	97,151	1,859	2.0%	86,464	1,655	2.0%
2045	98,859	1,708	1.8%	87,985	1,520	1.8%
2050	100,613	1,754	1.8%	89,546	1,561	1.8%

Source: Woods and Poole 2019 Demographic Data for Bannock County. 2020 Census data used for Bannock County and BTPO Planning Area. The percentage of Bannock County Population in the BTPO Planning area is 89%. The 2020 percentage is used to calculate BTPO Population for 2025 -2050.

Staff and the Technical Advisory Committee are recommending option three. The Woods and Poole projections for Bannock County in 2050 are almost 15,000 people less than the current projections.

Housing Units

The number of additional housing units needed to meet the population growth is determined by dividing the population by the persons per household. The projections assume that household sizes will be the same in the future. Once the U.S. Census releases the summary data, the actual household size and the number of households could change the calculations.

Year	Bannock County 2022 Projections Woods and Poole					
	Housing Units	Numerical Gain	Percentage Gain	Households	Numerical Gain	Percentage Gain
2020	34,903			32,438		
2025	35,938	1,035	2.9%	33,421	983	2.9%
2030	36,901	963	2.6%	34,336	915	2.7%
2035	37,771	870	2.3%	35,163	826	2.4%
2040	38,518	747	1.9%	35,872	709	2.0%
2045	39,204	686	4.4%	36,524	652	4.4%
2050	39,908	704	4.4%	37,193	669	4.4%

Year	BTPO Planning Area 2022 Projections Woods and Poole					
	Housing Units	Numerical Gain	Percentage Gain	Households	Numerical Gain	Percentage Gain
2020	31,068			29,678		
2025	31,989	921	2.9%	30,553	875	2.9%
2030	32,847	857	2.6%	31,368	815	2.6%
2035	33,621	774	2.3%	32,103	735	2.3%
2040	34,285	664	1.9%	32,734	631	1.9%
2045	34,896	610	4.4%	33,314	580	4.4%
2050	35,523	627	4.4%	33,910	596	4.4%

Woods and Poole 2019 Demographic Data for Bannock County. 2020 Census data used for Bannock County and BTPO Planning Area. The percentage of Bannock County Housing Units in the BTPO Planning area is 89%. The 2020 percentage is used to calculate BTPO Housing Units for 2025 -2050. The estimated household size is 2.49 people per household. The vacancy rate is .955 percent

Employment

The staff and TAC considered four options in projecting employment for 2050. They are:

- Bureau of Economic Analysis (Growth Rate of 1.34% per year (2015-2019))
- Bureau of Economic Analysis from 1969 to 2019 (Excel Linear Forecast)
- Bureau of Economic Analysis from 2001 to 2019 (Excel Linear Forecast)
- Woods and Poole forecasts

Idaho Department of Labor and InfoUSA data shows that 92% of Bannock County 2020 employment is within the BTPO Planning Area.

Wage and Salary Employment	Bannock County			
	Bureau of Economic Analysis (Growth Rate 1.34% per year (2015-2019))	Bureau of Economic Analysis 1969 to 2019 (Excel Linear Forecast)	Bureau of Economic Analysis 2001 to 2019 (Excel Linear Forecast)	Woods and Poole
Year				
2020	38,753	39,366	36,628	38,154
2025	41,420	41,270	37,010	41,537
2030	44,271	43,174	37,393	43,483
2035	47,318	45,078	37,775	45,393
2040	50,574	46,983	38,158	47,291
2045	54,055	48,887	38,541	49,226
2050	57,775	50,791	38,923	51,298
Percent Change 2020 -2050	32.92%	22.49%	5.90%	25.62%
Annual Percent Change 2020 -2050	0.93%	0.60%	0.16%	0.61%

Wage and Salary Employment	BTPO Planning Area			
	Bureau of Economic Analysis (Growth Rate 1.34% per year)	Bureau of Economic Analysis 1969 to 2019 (Excel Linear Forecast)	Bureau of Economic Analysis 2001 to 2019 (Excel Linear Forecast)	Woods and Poole
Year				
2020	35,653	36,217	33,698	35,102
2025	38,107	37,969	34,050	38,214
2030	40,729	39,720	34,402	40,004
2035	43,532	41,472	34,753	41,762
2040	46,528	43,224	35,105	43,508
2045	49,730	44,976	35,457	45,288
2050	53,153	46,727	35,809	47,194
Percent Change 2020 -2050	32.92%	22.49%	5.90%	25.62%
Annual Percent Change 2020 -2050	0.93%	0.60%	0.16%	0.61%

The staff and TAC recommend the Bureau of Economic Analysis from 1969 to 2019 (Excel Linear Forecast).

What-if Analysis

Several large developments are proposed for the region. Each one projects almost all the recommended housing unit growth. To account for the potential that growth is higher than projected, the TAC recommends doubling the recommended projections to simulate a worst-case scenario.

Draft Report

I will prepare a draft report outlining the 2020 and 2050 population, housing unit, and employment projections based on the Policy Board recommendations.

Public and Stakeholder outreach

The TAC has recommended a public involvement process similar to other projects. Email notification to the public and agency email list. Public notice in newspaper followed by a public open house.

Recommendations

2025 - 2050 Populations forecasts are from Woods and Poole 2019 data

2025 - 2050 Housing unit and household number are calculated using population and household size

2025 - 2050 Employments projection use Bureau of Economic Analysis 1969 to 2019 (Excel Linear Forecast)

Action Requested:

Provide a recommended approach to determining the 2050 population and employment

Agenda Item #3– Demographics Update Allocation Model and Consultant Service

Meeting Date: December 6, 2021

Summary of Item:

Once the housing unit and employment projections are determined, the next step is to allocate the growth to one of the 640 Traffic Analysis Zones. BTPO has used an extension to ArcGIS called CommunityViz to allocate the change in housing units and employment.

Suitability, buildout, and allocation are the three steps used to allocate the housing units and employment to the various Traffic Analysis Zones. The analysis uses parcel data.

Suitability Analysis

The suitability analysis determines the parcel has restrictions that would limit or preclude business development or housing construction. The process used factors such as zoning, slope, river locations, etc., to determine where development is can occur.

Buildout Analysis

The buildout analysis determines the capacity of the parcels. Staff used the sub-division codes to develop the requirement for each land-use type. The minimum lot size, setback, ability to develop multiple housing units, and floor area ratio are some of the inputs to the analysis.

Allocation

The allocation model uses all the parcels' ability and capacity to allocate a specific number of housing units or commercial buildings. BTPO set the models' randomness setting to half to get a better distribution.

Employment is the hardest to allocate. Some employment will occur at existing locations, either through additional employees or occupying a vacant building.

Timestep

We plan to allocate the 2050 employment in five-year intervals and just the number for the entire period.

Stakeholder and Agency Review

Following the initial allocations, staff will contact each agency and stakeholders to review and comment on the allocation.

Consultant Services

In the approved Unified Planning Work Program, \$10,000 is allocated assistance on the allocation model. City-explained, the consultant who completed the last analysis has agreed to assist in converting the current parcel layer with the 2018 version and setting up the analysis. The service cost will not exceed \$2,400 but is based on the actual time required to complete the conversion and setup.

Action Requested:

Approve request to use \$2,400 in consultant services for City-explained to assist in developing the allocation model.

Agenda Item #4 – BTPO Policy Board Bylaw Modification

Meeting Date: December 6, 2021

Summary of Item:

The staff is proposing the elimination of the Coordination Committee from the standing committee list. Included in the changes are some typos and updates of the physical address. The edited By-laws are attached. The standing committees are listed in Article VII.

The by-laws changes will be reviewed this month and submitted for approval at the February 7, 2022 meeting.

Action Requested:

No action Required

BYLAWS

BANNOCK PLANNING ORGANIZATION

Article I. Name

The legal name of this organization is the Bannock Planning Organization. Bannock Planning Organization does business under the name of Bannock Transportation Planning Organization (BTPO).

Article II. Officers

Section 2.01 Officers of the Policy Board

Officers of the Board shall be elected and serve as provided in Section 11.3 of the Amended and Restated Articles of Association of the Bannock Transportation Planning Organization, a non-profit association doing business as the Bannock Transportation Planning Organization.

Section 2.02 Duties of the Officers

(a) Chair

The Chairperson shall be the chief executive officer of the Bannock Transportation Planning Organization. The Chairperson shall preside over all meetings of the Board and shall see that all orders and resolutions of the Board are carried into effect.

(b) Vice-Chair

The Vice-Chair shall perform the duties and exercise the powers of the Chair in case of the Chair's illness or temporary absence and shall perform such other duties as may from time to time, be granted or requested by the Board.

(c) Term of Office

The Chair and Vice-Chair shall hold office for one year. There is no limit to the number of terms.

Section 2.03 Appointment of Officers

Upon the resignation of an officer, the Board shall appoint a Board member to fill such vacant office. The appointed officer shall serve out the remainder of the term of the replaced officer.

Article III. Conduct of Meetings

Section 3.01 Place of Meeting.

All meetings of the Board shall be held at BTPO's principal office at ~~214 E. Center Street, Suite 70-210 E. Center Suite C~~, Pocatello, Idaho 83201, or at such other place as the Board may direct before the call of such meetings. The time and place shall be stated in the notice of the meeting.

Section 3.02 Regular Meetings

Regular meetings of the Board shall be held on the first Monday of the month unless that day is a legal holiday and, if a legal holiday, then on the second Monday of the month. The Board shall approve a meeting calendar at the October Board meeting that details the scheduled meetings for the next year.

Section 3.03 Special Meetings

Special Meetings of the Board may be called at any time by the representatives of any two members or special purpose members serving notice upon the Planning Director.

Section 3.04 Executive Session

A motion entering into Executive Session may be entered into during a Regular or Special meeting to discuss one of the exemptions listed in Idaho Code § 74-206. A two-thirds (2/3) vote is required to enter Executive Session reflected in the Regular or Special meeting minutes.

Section 3.05 Notice or Call for Meetings

Association representatives shall be notified of each regular or special meeting of the Board at least forty-eight (48) hours in advance of each meeting. Notifications may be delivered via electronic mail, regular mail, facsimile, or hand-delivered. All notices should be published on the organization's website. Annually, at the last regularly scheduled regular meeting, a schedule of the regular meeting for the following year shall be adopted and distributed in a manner determined by the Board or as identified in the Public Involvement Plan.

Section 3.06 Conduct of Meeting

All meetings must be open to the public. Meetings may be conducted using telecommunications devices which enable all members of a governing body participating in the meeting to communicate with each other. These provisions remote attendance shall be in compliance with § 74-203 of the Idaho Code.

Section 3.07 Quorum

A quorum for purposes of conducting business shall consist of a simple majority of members.

Section 3.08 Procedure

All meetings shall be conducted according to Robert's Rules of Order.

Section 3.09 Presiding Officer

The Chair shall preside at all meetings. In the absence of the Chair, the Vice-Chair shall preside. In the absence of the Chair and Vice-Chair, the Board shall select a temporary Chairperson for the meeting.

Article IV. Voting

Section 4.01 Voting Board Members

Voting Board members and Alternative Board members shall be selected by their appointing agency as provided in Section 11 of the Amended and Restated Joint Powers Agreement and Articles of Association.

Section 4.02 Votes per Member

Each member or their alternate shall have one vote.

Section 4.03 Voting

All matters before the Board shall be disposed of by simple majority vote of all votes cast by voting members present at the meeting unless otherwise provided in these Bylaws or the Amended Articles of Association.

Article V. Planning Director

Section 5.01 Appointment

The Board shall appoint a Planning Director as provided in Section 11.11 of the Articles of Association of the Bannock Transportation Planning Organization.

Section 5.02 Powers and Duties

The Planning Director may enter into any contract or execute in the name of Bannock Transportation Planning Organization contracts and agreements and other documents as may be authorized by the Policy Board in the approved UPWP. The Planning Director shall also have the general powers and duties of supervision and management, including but not limited to hiring and dismissal of members of the staff.

Section 5.03 Conditions of Employment

Salary and other conditions of employment for the Planning Director shall be established by the Board.

Article VI. Membership Dues

Section 6.01 Members

Membership dues shall be determined consistent with Section 10.4 of the Amended and Restated Articles of Association of the Bannock Transportation Planning Organization. The Planning Director shall submit this annual assessment for acceptance by March 15 of each year.

Section 6.02 Ex Officio Members

Ex Officio members pay no membership dues.

Article VII. Standing Committees

Section 7.01 Articles of Association Govern

All meetings of committees established and authorized under this section shall be conducted according to and are subject to the same requirements as established in the Articles of Association.

Section 7.02 Establishment

The following are hereby established as standing committees by the BTPO Policy Board.

(a) Technical Advisory Committee

The purpose of this committee is to assist the Bannock Transportation Planning Organization staff and the Policy Board by reviewing and recommending appropriate action(s) to the Policy Board with regard to all transportation-related matters.

(b) Interagency Consultation Committee

Idaho Administration Code for the Department of Environmental Quality (IDEQ) (§58.01.01.567) requires each nonattainment or maintenance area to form an Interagency Consultation Committee (ICC). The ICC shall undertake consultation procedures, as applicable, in preparing for and before making conformity determinations in developing long-range transportation plans (LRTP), transportation improvement programs (TIP), and applicable implementation plans.

~~(c) Coordination Committee~~

~~The purpose of this committee is to coordinate public transportation and human service activities within the region. The committee will assist in developing a regional coordinated plan and make project recommendations to the Policy Board.~~

Section 7.03 Membership

The number and appointment of membership on standing committees shall be reviewed and approved by the Policy Board.

Section 7.04 Bylaws

Bylaws for standing committees shall be prepared and may be amended from time to time by each committee. Bylaw provisions become effective after the approval of the Policy Board.

Section 7.05 Other Committees

The Policy Board may, from time to time, create other committees and task forces as it sees fit. Such committees and task forces shall be comprised of members approved by the Policy Board. The Policy Board will establish the duties, powers, and authority for the established committees or task forces.

Article VIII. Amendments to the By-Laws

These bylaws may be amended or repealed and replaced by the adoption of such new bylaws as may be approved by a two-thirds (2/3) vote of the Policy Board at any regular meeting providing, however, that such amendments(s) shall be introduced at a regular meeting of the Policy Board and may not be voted upon before the next meeting of the Policy Board.

Bylaws Approved
Approved August 2002
Revision 1 (Approved June 2, 2014)
Revision 2 (Approved August 5, 2019)

Agenda Item #5 – FY 2021 Transportation Improvement Program Amendments

Meeting Date: December 6, 2021

Summary of Item:

2021 -2027 BTPO TIP Amendment 11

Yellowstone Park Lawn to Siphon Road (21860) – Move the construction from 2024 to 2026 and move the right-of-way cost from 2021 to 2022. The construction cost will increase to \$4,219,000 from \$2,770,000.

Gould Street - Yellowstone Ave to Garrett Way (22687) – Add \$1,505,000 to 2022 for right-of-way and land purchase.

Pedestrian Crossing Safety Improvements (22883) - Change the construction cost fo \$636,000 from \$606,000.

Amendment 11 was approved on October 14, 2021.

2021 -2027 BTPO TIP Amendment 12

E Alameda Road and Yellowstone (19053) – Add \$192,302 to construction in FY 2022. 2022. The construction cost will increase to \$747,000

I86/I-15 Interchange Complex (20589) – Add \$850,000 in 2022 for development cost.

Amendment 12 was approved on November 14, 2021.

Action Requested:

Informational Item

Agenda Item #6 – Updates

Meeting Date: December 6, 2021

Summary of Item:

Idaho Transportation Board Policy 4028 – The Policy determines the Surface Transportation Block Grant (STBG) distribution. The Association of Cities, Counties, and Highways Districts presentations to the Idaho Transportation Board subcommittee focused on projects and needs. Their recommendation asked for removing the Transportation Management Area from the urban funding and increasing the percentage the locals receive to 15 percent from 12.6 percent. The Urban Committee recommendation was the removal of the Transportation Management Area from the urban portion and to use the Federal guidance for urban areas as the amount for both rural and urban areas. Action is expected on the policy sometime next year.

Infrastructure Investment and Jobs Act replaces the Fixing Americas' Transportation Act regarding how the surface transportation system is funded for the next five years. The bill was signed into law on November 11, 2021. The details are still coming out, but the bill will increase the federal funding available for surface transportation by just over thirty percent. Attached is a summary of the law from the U.S. Department of Transportation