

**MINUTES OF THE
LOCAL HIGHWAY TECHNICAL ASSISTANCE COUNCIL (LHTAC)
EXECUTIVE COMMITTEE MEETING CONFERENCE CALL
NOVEMBER 28, 2016**

This special meeting was called to order via conference call at 11:30 a.m. (Mountain Time).

Members in attendance either via conference call or at 3330 Grace St., Boise ID were Chairman Terry Warner, Vice Chairman Mark Rekow and Secretary/Treasurer Paul Loomis, LHTAC Administrator Jeff Miles, Deputy Administrator Laila Kral, Council Liaison Nancy Ziebarth, Administrative Manager Susan Lasuen.

Local Transportation Alternative Program (TAP) Management

Jeff Miles reviewed the agreement letter from ITD for the terms agreed upon in regards to LHTAC administering a portion of the projects. The reason the agreement was brought to the Executive Committee now instead of waiting until the Council meets is because ITD has already approved the agreement and may have begun notifying LHJ's of their projects. Also, projects for this year have a very short window of time to deliver without further delay.

Discussion

Commissioner Rekow asked if there are any drawbacks of LHTAC taking this on. Jeff Miles responded that administration costs are upwards of 7-8%. Laila Kral noted that since we are not managing the entire program, it will not be as easy to balance the funds easily.

Motion by Mark Rekow. Motion: To allow Administrator Jeff Miles to approve and sign the agreement. Seconded by Paul Loomis. Motion passes.

LHSIP Applications

Laila Kral reviewed the *Special One-Time Funding Safety* funding. Available funding of \$6.5M for safety improvement projects which includes \$1.5M for TAP/Safety Funds; \$2.5M for HSIP State and \$2.5M for LHSIP. The projects must be focused on reducing and/or eliminating fatal and serious injury crashes. There were 31 applications received from 23 Local Highway Jurisdictions. Staff reviewed all applications for accuracy. Fifteen projects are recommended for funding, including four joint State/Local projects. This will be presented at the IT Board Meeting by an outside source, however, LHTAC will be at the meeting to answer any questions.

Motion by Paul Loomis. Motion: To approve LHSIP projects as outlined. Seconded by Mark Rekow. Motion passes.

With no further business the meeting was adjourned at 11:49 a.m. (Mountain Time)

RESPECTFULLY SUBMITTED BY:



Paul Loomis, Secretary



Terry Warner, Chairman


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Local Highway Technical Assistance Council