

Local Highway Technical Assistance Council
3330 Grace St, Boise, ID 83703

Date: December 11, 2025

Business Meeting Time: 9:00 a.m.

Location: LHTAC, 3330 Grace Street, Boise ID 83703



COUNCIL MEETING AGENDA

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Adjourn Business Meeting			

The meeting room is accessible for persons with disabilities. If special accommodation is required to attend, please contact LHTAC at 208.344.0565. *This agenda is subject to change in accordance with the provisions of the Idaho Open Meeting Law. Agenda Items may be addressed in a different order than appears on this agenda. Individual items may be moved from one place on the agenda to another by the Council.*

**MINUTES OF THE
LOCAL HIGHWAY TECHNICAL ASSISTANCE COUNCIL (LHTAC)
BUS TOUR OF DISTRICT 5 PROJECTS
SEPTEMBER 10, 2025**

Staff, Council Members and guests departed from the Courtyard by Marriott in Pocatello, ID at 9:00 a.m. to tour Local Highway Safety Improvement Projects (LHSIP), Children Pedestrian Safety, Local Rural Highway Improvement Projects (LRHIP), Transportation Alternative Projects (TAP), Leading Idaho Local Bridge (LILB) and Federal-aid Design and Construction Projects in District 1. Sponsors and Consultants of the projects were very informative in sharing information on the projects.

RESPECTFULLY SUBMITTED BY:

Rod Plank, Secretary/Treasurer

Kevin Renfrow, Chair

, 2025

MINUTES OF THE LOCAL HIGHWAY TECHNICAL ASSISTANCE COUNCIL (LHTAC) COUNCIL MEETING SEPTEMBER 11, 2025

Council Members: Mayor Robert (BJ) Berlin, City of Roberts; Mayor Kari Peterson, City of Fruitland; Mayor Rod Plank, City of Kellogg; Commissioner Kevin Renfrow, South Latah Highway District; Commissioner Rick Robinson, Oakley Highway District; Commissioner Neal Gier, Buhl Highway District; Commissioner Todd Smith, Madison County; Kelley Packer, Director at Association of Idaho Cities; David Kuck, LGC Procurement Program Director at Idaho Association of Highway Districts

Council Absent: Commissioner Mark Rekow, Gem County; Seth Grigg, Executive Director at Idaho Association of Counties

LHTAC Staff: Laila Kral, Megan Kautz, Ken Kanownik, Nancy Ziebarth, Mike Cram, Kevin Kuther

ROLL CALL

Chair Renfrow opened the meeting at 9:02 a.m. (MT) and asked for roll call. Nancy Ziebarth provided a roll call, and it was determined there was a quorum.

AMENDMENTS TO AGENDA

There were no amendments.

COUNCIL AND STAFF UPDATES

Laila Kral reported that we should have a new Council member representing Counties soon.

APPROVAL OF MINUTES

Motion by Member Gier. Motion: For Council to approve the draft minutes from June 12; July 3; August 14; September 4, 2025, as presented. Second by Member Berlin. Motion Passed.

MEETING DATES

Nancy Ziebarth discussed the final meeting dates for 2025 which include Thursday, December 11, 2025, in Boise. She also noted that Laila Kral has confirmed that Idaho Transportation Board would like to have lunch on Wednesday, December 10, 2025, with LHTAC Council.

Nancy proposed the following dates for 2026 which include:

- March 12, 2026, Council Meeting, Boise
- June 11, 2026, Council Meeting, Boise. Discussion regarding this date having multiple conflicts. Change the date to Tuesday, June 9, 2026

- September 9-10, 2026, Council bus tour and meeting, location to be determined. Discussion regarding this date having multiple conflicts due to it being Labor Day week. Change the date to September 16-17, 2026
- December 10, 2026, Council Meeting, Boise

Nancy also reported that the dates for Virtual Executive Committee Meetings that coincide with LILB Bid Openings in the event bid justifications are warranted include October 2, 2025, 10:00 a.m. (MT); October 30, 2025, 10:00 a.m. (MT); December 4, 2025, 10:00 a.m. and January 8, 2026, 10:00 a.m. (MT).

FINANCIAL REPORTS

Surplus Property Disposal

Mike Cram reported that items were donated or destroyed this quarter that all had a current value of below \$500. He noted that the FY26 budget includes replacement of computer monitors for all staff, which will leave a surplus of approximately forty of the old monitors. Mike proposed to allow employees to purchase the surplus monitors for their home use for \$25 each. If approved, the proceeds would go towards employee morale activities.

Motion by Member Berlin. Motion: For Council to approve selling monitors to employees for \$25 each and use funds for employee morale activities as presented. Second by Member Smith. Motion Passed.

Financial Statements

Mike Cram reported on financial statements from May, June, and July 2025. The auditors have issued preliminary draft results reporting no issues.

Notes for end of year, June 2025

Revenue:

- HDA Appropriation was above budget for the year. The budgeted amount comes from the ITD's economist who projects what the amount will be.
- Investment Pool Interest was above budget due to receiving more interest. This category includes all interest received for all our programs. All interest pools stay with their own programs.
- FHWA Reimbursements were above budget due to staff utilization.
- ISPWC was above budget due to additional work required for the new manual that was produced.
- T2 Center was above budget due to increased classes.

Expenditures:

- Other Expenditures line item includes the money for advanced construction projects that were loaned from the LILB program. On the next financials it will show the repayment of these funds.
- LRHIP Grant Distribution includes emergency requests received during the year which were greater than budgeted.

As of June 30, 2025, the year-to-date net income for LHTAC is \$8,649,009; T2 is \$30,406. The program to date fund balance for LILB is \$74,788,546.

Notes for July 2025 (FY26)

Revenue:

- HDA Appropriations are down slightly from the projected budget.
- SB 1218 (2025) Gen Fund Transfers were received so LHTAC is at 100% of the budgeted amount.
- ISPWC is above budget due to the new manual and additional efforts provided.

Expenditures:

- Building Expenses include items that were budgeted and were purchased early in the fiscal year.
- LRHIP Grant Distribution includes all projects that were awarded but have not been paid out.
- LILB Contracts includes all projects awarded but have not been disbursed yet.

As of July 31, 2025, the year-to-date net Income for LHTAC is \$450,333; T2 is \$30,133. The program to date fund balance for LILB is \$29,439,263.

LRHIP Expenditures FY25

- Total Grants Awarded: \$7,973,643
- Outstanding grants which were not requested/dispersed as of 7/2/25 is \$2,815,747.

LRHIP Expenditures FY26

- Total Grants Awarded: \$6,510,729
- Outstanding grants which were not requested/dispersed as of 8/6/25 is \$6,080,729.

Abbreviated Balance Sheet as of July 31, 2025

- Total Assets: \$127,060,695
- Total Liabilities: \$83,232,951
- Net Equity: \$43,827,743

Motion by Member Berlin. Motion: For Council to approve the Financial Statements as presented. Second by Member Peterson. Motion Passed.

FY25 Budget Amendment #2

Mike Cram reported that Council Policy #5 Budget Adjustments requires approval for any expenditure exceeding the approved budget by more than \$25,000. LHTAC spent \$5.2M in LRHIP Grant Distributions and the budget was \$3.92M after Amendment #1 was approved.

Motion by Member Berlin. Motion: For Council to approve the FY25 Budget Amendment #2 as presented. Second by Member Gier. Motion Passed.

ADMINISTRATOR REPORT

Laila Kral reported that over the past quarter she or staff has attended the Idaho Transportation Board (ITB) tours and business meetings. She and Megan Kautz recently met with ITD's office of Civil Rights program manager to discuss updates, potential changes, and ways to work together within the program. Laila noted that every five years LHTAC reviews and re-initiates the Stewardship & Oversight Agreement with ITD, which allows LHTAC to manage the Federal-aid program and projects. During this process, staff goes through a roles and responsibilities chart. She noted that recently, an agreement was reached for some signature authority regarding the environmental approval process.

Laila noted that technical assistance continues to be at the forefront of LHTAC services and recently there have been many questions regarding budgeting for the upcoming year in relation to the changes made by legislature.

LHTAC assisted in explaining available funding, application process, how oversight is provided and historical data to the newly formed Magic Valley Metropolitan Planning Organization (MVMPO).

Laila reported that LHTAC is working with a consultant for a comprehensive salary study. The process will include reviewing job descriptions and comparing salaries to those of similar positions and industries.

Laila attended the Benewah County Commissioners meeting to provide an update regarding upcoming funding applications and to recognize Commissioner Phil Lampert for his six years of service on the LHTAC Council.

In the next few months, Laila will be attending the final ITB tour and meeting in District 2 and will give an update at the IAC fall meeting. Staff will participate in the annual COMPASS outreach workshops as well as LHTAC funding workshops and will present at and attend the Local Transportation Conference.

She noted that recognition was received for Chainey Rhoades for the awards presentation at Nez Perce County and for Karissa Nelson and team from JUB for the training provided to the firm.

She noted that she will start sharing news and press that was published regarding LHTAC and projects.

LHTAC received end-of-year Federal-aid redistribution numbers from ITD on September 3rd. She reported that Rural received 112%; Safety received 100%, TAP received 114%, Large Urban received 109%, Small Urban received 109%, Local Bridge received 101% and Off-System Bridge received 100% of program budget. Kevin Kuther reported that LHTAC has spent 100% of all available funds.

STAFF TRAINING

Nancy Ziebarth reported that eleven training courses have been taken from June 1 through August 31, 2025, by LHTAC staff.

Laila Kral noted that the second half of the Culture of Accountability training will be held soon for LHTAC staff. The list of eleven is a little smaller than normal due to construction and vacation time.

PARTNER UPDATES

Association of Idaho Cities:

Kellie Packer noted that the clerk's conference is taking place in a couple of weeks in Boise. Regional trainings will take place in October across the state and the Association is preparing for Legislative Session.

Idaho Association of Counties:

Todd Smith noted that the annual meeting is being held next week and there is one resolution they are discussing at the transportation committee meeting.

Idaho Association of Highway Districts:

David Kuck noted that the vendor booths are all reserved for the Local Transportation Convention, speakers are confirmed, they still need some auction items for auction items. The convention will be at the Boise Center November 10-13, 2025.

Idaho Transportation Department:

Todd Hubbard shared that an executive order was released for holdbacks for general fund agencies. ITD also had to submit justification for their fund balance, which includes the LILB funds that ITD holds. Laila noted that LHTAC also completed this process for the LILB funds.

PROGRAM UPDATES

Efficiency Measures:

Kevin Kuther, Megan Kautz and Ken Kanownik reviewed the efficiency measures and the results.

Design Consultant Agreement achieved 100% of the 90% goal; PS&E Delivery achieved 6% of the 75% goal; Design Closeout achieved 67% of the 85% goal; Construction Consultant Agreement achieved 100% of the 90% goal; Construction Change Orders achieved 100% of the 80% goal; Construction Closeout achieved 0% of the 70% goal; Leading Idaho Local Bridge Program Percent Invoices paid within 30 days achieved 99% of the 100% goal; Safe Routes to School Invoice Reporting achieved 100% of the 100% goal; Transportation Alternatives Percent Obligated achieved 14.5% of the 75% goal.

Federal-aid Design (Rural, Small Urban, Bridge):

Kevin Kuther reported that the Federal Fiscal Year 2025 began October 1, 2024, and September 4, 2025, the Federal government issued 100% of each programs Obligation Authority (OA) plus additional redistribution funds.

Rural Program:

Kevin Kuther reported FHWA authorized \$20.7M for FY25 in the rural program. The team identified projects from out years to advance, identified current year projects that needed additional funds and obligated all available funding in the program. He noted there are three FY25 projects scheduled for construction.

Small Urban/Large Urban (MPO)

Kevin Kuther reported that FHWA has authorized \$5.5M in the small urban program and projects were identified that needed additional funds so all available funds are obligated. He noted that there are four FY25 projects scheduled for construction.

Bridge:

Kevin Kuther reported that FHWA has authorized \$17.7M for FY25 in the bridge program. Kevin noted that there is one FY25 project scheduled for construction and there were two projects that bid since the June 2025 Council meeting. Kevin reported that next fiscal year, the LHTAC Design staff will be administering and managing approximately 230 projects that are funded through nine different Federal-aid programs along with all other responsibilities.

Federal-aid Construction:

Megan Kautz reported three projects that have been completed in Filer and Buhl Highway Districts, Gooding Highway District and Madison County. She noted that there are eighteen projects currently under construction.

Megan noted that partnering meetings included ITD, FHWA, AGC, ACEC, Idaho Office of Emergency Management, Idaho Quality Based Selection (QBS), ITD Scour Committee, ITD Materials Engineers, ITD TAG and Idaho Asphalt.

Four contractor surveys were sent and four were received back. LHTAC staff ratings have received consistent four's in the past five years. The consultant ratings have dropped significantly in the past year. LHTAC staff is working to make sure any gaps are being addressed.

Megan noted that two Chief Engineer claim hearings were held in August for claims including \$203,000 for extended overhead costs and \$189,000 for acceleration for the Cherrylane Bridge project. The extended overhead claim was settled for \$182,240 and the accelerated claim is awaiting a decision. She also noted that utilities are proving to be more of a problem during construction phase.

Megan reported that there is an ongoing union strike in Washington which is impacting a lot of LHTAC's projects. Locals in North Idaho have been doing some of their own work so there is less delay of their projects.

Local Highway Safety Improvement Program (LHSIP):

Kevin Kuther reported that seven projects were incorporated into the FY 26 Draft ITIP. Beginning October 1, State & Local Design Agreements will be initiated, and key numbers will be assigned to each project. He reported that the fifteen FY25 projects are obligated and moving forward. He noted that staff have executed State & Local Agreements for Design and Construction for projects to FY25 to utilize 100% of available funding.

Children Pedestrian Safety and Transportation Alternatives:

Children Pedestrian Safety (CPS):

Ken Kanownik reported that all of the 2021 projects are closed out. All of the projects are complete for 2022 projects, however, there are a few projects needed close-out forms. All of the projects are complete for the 2023 projects. Seven of the forty-seven projects are complete for 2024 projects. Ken noted that the 2024 projects are funded with American Rescue Plan Act funds, which must be expended by September 30, 2026. Direct payments to contractors is going smoothly.

Since the CPS creation in 2018, 117 projects have been completed and there are 41 projects in construction.

Transportation Alternatives:

Ken Kanownik noted that as of September 1, 2025, there are fifteen projects in design, twelve projects in construction and three projects completed for FFY 2023, 2024 and 2025. There are eight upcoming projects in design and sixteen projects in construction for FFY 2026.

The annual meeting of Safe Routes to School (SRTS) was held on July 31, 2025. Sessions included review of the 2024 SRTS annual reports, best invoicing and reimbursement practices, City of Orofino program presentation on their law enforcement engagement efforts, Idaho Smart Growth on data sharing and marketing projects efforts, Southeast Idaho Council of Governments sharing the successes of their travel plans and a roundtable on best practices, successes and struggles each program is facing.

Ken noted that the Southeast Council of Governments delivered Idaho's first travel plan funded through the non-infrastructure group.

Leading Idaho Local Bridge:

Ken Kanownik reported that as of September 1, 2025, 75 bridges are complete, 56 are in construction and 105 are in design. There are 236 funded projects and \$147M has been paid out for design services, construction, construction engineering, right-of-way acquisition, utilities, and final inspections. The 56 construction projects have a total contract value of \$97M.

Ken noted that the bids received in the past three months have been coming in lower than the previous months. Twelve bid packages consisting of fifteen projects have gone out in the past three months. Four bids came in over engineer's estimate, and eight bids were under engineer's estimate.

In round six, Council approved for LHTAC to move forward with the Gardenia Bridge replacement, which is in Boise County. Because of the uniqueness of this project compared to the other bridges in the program, LHTAC decided to do a Request for Proposal (RFP) for design services and is seeking firms to help with public involvement.

T2 Center and Technical Assistance:

Nancy Ziebarth reported that between June 4 and September 3, 2025 staff has presented 57 Road Scholar awards and 35 Road Master awards to Post Falls Highway District, City of Liberty Lake, City of Cottonwood, City of Post Falls, Highway District 4, City of Jerome, City of Carey, City of Victor, Nez Perce County, Ada County Highway District, Custer County, City of Rupert, Teton County, Valley County, Nampa Highway District and City of Caldwell. Remaining awards to be presented include nine agencies in District 1, six agencies in District 2, five agencies in District 3, ten agencies in District 4, three agencies in District 5 and eight agencies in District 6.

The T2 Advisory Board met on August 21st. Dave Romrell filled the vacant seat from Dustin Whited. Tony Black filled the vacant seat from Jeffrey Mansfield. Chancey Perkins was voted in as the Chairman which was left vacant when Jeffrey Mansfield left the board. Discussion at the meeting included a class change to the Road Master program starting in Spring of 2026. The request to replace the Speed Limits class with the ATSSA Traffic Control Supervisor class was approved. Spring 2025 classes took place between February 20 through June 5, 2025, and included 95 classes held and 1,757 people attending classes. The fall schedule was published on August 28, 2025, with registration open as of September 3, 2025. Seventy-five classes are being offered with classes that started on September 8th and going through December 18, 2025.

Nancy noted that the Team Building and Leading Across Generations classes were contracted with Boise State University Pace Instructors to teach. These classes along with Creating a Culture of Accountability training were owned by BSU and has recently let us know the contracted price was not realistic for them and traveling to each district was also an issue. Staff has decided to move forward with developing these three classes that the T2 Center will own and teach.

The construction flagger packages that will be given away to agencies attending classes through a drawing are ready. Three kits will be raffled off each month to agencies that attended classes that month as well as three kits raffled off at the Local Transportation Convention.

Nancy and Chainey attended the National NLTAPA conference in Kansas City on July 21-24, 2025.

Technical assistance provided includes requests for information on traffic sign safety, grant programs, 129K routes, sign retro-reflectivity, intersection delay information, speed limits, approach information as well as many other topics.

NEW BUSINESS

Council Policies

Laila Kral reported that council policies were reviewed for expiration dates and to verify there are not any to bring to Council's attention for consideration of amending.

She noted there are six policies:

#1, Acquisition and Disposal of Property which includes a proposed change in purpose: Where the expenditure is less than one hundred thousand dollars (\$100,000), (proposed change from \$200,000) the acquisition requirements of any item are left to the discretion of the governing board. In the policy statement, the proposed change is The Administrator (changing from Council) will have final authority in the "surplus declaration" of property with a depreciated value over five hundred dollars (\$500). Under disposal, she proposes to update the wording on #2 to remove the approved methods of disposal.

#2, Meeting Attendance by Council Members includes some minor grammatical changes.

#3, Inclusion of Utility Work Under a Federal-aid Project includes some minor grammatical changes.

#5, Budget Adjustments includes some minor grammatical changes.

#8, Council Record Retention includes some minor grammatical changes.

#9, Local Rural Highway Investment Program includes the addition of language for Grant Extensions.

No policies were deleted at this time, the deleted policies shown in the report were done in the past.

Administrative Policies

Laila Kral reported that the Administrative Policies are policies that she will sign in December.

#1 Employee Work Schedule changed work from home to reflect staff being able to work from home Tuesday through Friday, keeping Monday as work in the office day.

#3 LHTAC Vehicle Use includes some minor grammatical changes.

#4 Financial Authority includes some minor grammatical changes.

#6 Credit Card Agreement includes updating the limit from \$200 to \$500.

#7 Travel Policy and Procedure include some minor grammatical changes.

#10 Delegation Authority added the Environmental line that was just agreed upon.

#14 Release and Restriction of LHTAC Records include some minor grammatical changes.

#15 Professional licenses added that it is the employee's responsibility to keep their license up to date.

#16 Retiree Health Insurance includes minor grammatical changes.

#19 Records Retention include minor grammatical changes.

#20 401K Match includes the change in match percentages scale that was approved in the budget.

#21 Basic Financial Plan includes minor grammatical changes.

#22 HRA VEBA Plan includes minor grammatical changes.

2026 LHSIP Application

Kevin Kuther reported that revisions include updates on the 2026 due dates and clarifications. He noted that information regarding flashing signs now being permitted on group sign projects where the sponsor receives and installs materials procured with Federal funding was updated.

Motion by Member Berlin. Motion: To approve the 2026 LHSIP Application as presented. Seconded by Member Plank. Motion Passed.

2026 LRHIP Application

Megan Kautz reported that revisions include updating the due date; added clarification regarding grant closeout deadlines, extensions and potential for ineligibility; added language recommending the three letters of support be unique and current; added a two point penalty if they don't provide a list of full-time road and bridge staff; and added clarification that Road and Street report scoring is done on the prior year's submitted report; and changed the limit from \$100,000 to \$150,000 for construction and emergency grants..

Motion by Member Gier. Motion: To approve the 2026 LRHIP Application as presented. Seconded by Member Robinson. Motion Passed.

2026 Federal-aid Rural Application

Kevin Kuther reported that traditionally Rural applications have been accepted every other year. LHTAC accepted applications last year and filled the program with top scoring projects. He noted that he recommends no Federal-aid Rural applications be accepted this year.

Motion by Member Berlin. Motion: To Not Accept Federal-aid Rural Applications for this year. Seconded by Member Plank. Motion Passed.

2026 Federal-aid Bridge Application

Kevin Kuther reported that bridge applications were not accepted last year, and that there is room in the program for additional projects. Proposed changes to the application include revisions for the date; update the bridge statistics; and adding an explanation to the scoring criteria to account for the timber element addition.

Motion by Member Berlin. Motion: To approve the 2026 Bridge Application as presented. Seconded by Member Smith. Motion Passed.

2026 Federal-aid Small Urban Application

Kevin Kuther reported LHTAC last accepted small urban applications in 2024 and feels there is room in the program for additional projects. Proposed changes include updating the due dates, updating the funding limitation language to match the other applications for consistency. He noted that due to limited funds, LHTAC will only program \$3M or less towards construction cost. The LHJ must submit a plan to cover construction costs over \$3M or the application will be deemed ineligible for Federal-aid Small Urban funding; revise question 7 to match the other applications and add a request to include a project map, revise question 7 for consistency and to add an additional bonus point if all employees are enrolled in the T2 Program and trained, revise question 9 on the score sheet to be consistent with the other applications.

Discussion took place about making sure the LHJ's submit a definite plan to cover the construction costs over \$3M. Add language on page 7/8: what is your total project cost, if it is over \$3M please include a plan to fund the entirety of the project, including your local committed funds. This also needs to be added to the bridge application.

Motion by Member Berlin. Motion: To accept the 2026 Federal-aid Small Urban Application with changes identified at meeting. Seconded by Member Plank. Motion Passed.

2026 Leading Idaho Local Bridge Application

Ken Kanownik reported that there are currently over 80 unfunded projects from the 2025 application and does not recommend accepting applications this year.

Motion by Member Berlin. Motion: To not accept 2026 Leading Idaho Bridge Applications. Seconded by Member Plank. Motion Passed.

2026 Transportation Alternative Program Application

Ken Kanownik reported that proposed changes include statements on the applicant's responsibility to conform with recent legislation on the requirements of state funds on pedestrian projects and updates to Idaho Transportation Department contacts around the state. These applications are not scored by LHTAC Council.

Motion by Member Berlin. Motion: To accept the 2026 Transportation Alternative Program Applications for both Infrastructure and Non-infrastructure projects as presented. Seconded by Member Plank. Motion Passed.

2026 Children Pedestrian Application

Ken Kanownik reported that there is no additional funding for the program, therefore is recommending to not accept applications.

Motion by Member Berlin. Motion: To not accept applications for 2026 Children Pedestrian Program as presented. Seconded by Member Robinson. Motion Passed.

Scoring Teams

Laila Kral reported the following application's due dates include: LRHIP, December 2, 2025; Federal-aid Small Urban, January 8, 2026; Transportation Alternatives Program, January 15, 2026; Federal-aid Bridge, January 22, 2026, and Local Safety Improvement Program, January 29, 2026.

She is proposing Neal Gier, Kari Peterson and Todd Smith score the LRHIP applications. Rick Robinson and Rod Plank score the Federal-aid Small Urban applications. Kevin Renfrow, BJ Berlin, and Mark Rekow score the Federal-aid Bridge applications.

Children Pedestrian Safety Program Redistribution

Ken Kanownik reported that the City of Pierce is returning \$46,500 in ARPA funds after completing their project. This brings the balance of funds available to \$48,895. City of Hailey is requesting \$15,000 to help cover the costs of the project. City of Plummer is requesting \$3,530.42 to cover project costs.

Motion by Member Berlin. Motion: To approve the Children Pedestrian Safety Program Redistribution as presented. Seconded by Member Plank. Motion Passed.

LHTAC Workshops

Laila Kral reported that in October, Kevin Kuther, Megan Kautz, Scott Wood, and herself will be touring the state to present the LHTAC funding workshops to local jurisdictions and consultants. The topics this year include annual Road & Street Report, Federal-aid Bridge, Federal-aid Small Urban, Local Rural Highway Investment Program, Local Road Inventory, T2 Center, and Transportation Alternatives Program. Workshops will be held in Rexburg, Pocatello, Burley, Filer, Sagle, Coeur d'Alene, Moscow, Grangeville, McCall, and Weiser. The Weiser location will also be streamed as the virtual option.

LRHIP Emergency Applications

Megan Kautz reported that there were no LRHIP Emergency applications at this time. Total available funds are \$71,541.90.

No motion needed.

Roundtable Discussion about LHTAC

Discussion took place about staff workload and the open position. Laila Kral noted that we had an open position but have taken it off our website. The staff has indicated they feel comfortable with workloads being bigger now, knowing it may change once some of the programs like LILB are done and their workloads will reduce.

Motion by Member Plank. Motion: To adjourn. Seconded by Member Robinson. Motion Passed.

With no further business, the meeting was adjourned at 11:16 a.m.

RESPECTFULLY SUBMITTED BY:

Rod Plank, Secretary/Treasurer

Kevin Renfrow, Chair

, 2025

All Staff Reports can be seen in the Council Book on our website at
<http://lhtac.org/resources/council-meetings/>

**MINUTES OF THE
LOCAL HIGHWAY TECHNICAL ASSISTANCE COUNCIL (LHTAC)
OCTOBER 2, 2025 SPECIAL COUNCIL MEETING WITH EXECUTIVE MEMBERS VOTING
VIRTUAL CONFERENCE CALL**

This special meeting was called to order virtually by Chair Renfrow via TEAMS at 10:00 a.m. (Mountain Time).

Council Members: **Executive Voting Members:** Commissioner Kevin Renfrow, South Latah Highway District; Commissioner Todd Smith, Madison County; Mayor Rod Plank, City of Kellogg

Attended: Commissioner Neal Gier, Buhl Highway District; Kelley Packer, Executive Director of Association of Idaho Cities

LHTAC Staff: Nancy Ziebarth, Laila Kral, Ken Kanownik, Megan Kautz, Mike Cram

New Business

Children Pedestrian Safety Program American Rescue Plan Fund Redistribution #4:

Ken Kanownik reported that the City of Orofino is requesting \$15,000 to cover the difference between the low bid of \$264,553.11 and the award of \$250,000. City of Clark Fork is requesting \$4,000 to cover the difference between the low bid of \$253,510 and the award of \$250,000. There is currently a balance available of \$30,364.58.

Motion by Member Smith. Motion: To approve \$15,000 to City of Orofino and \$4,000 to City of Clark Fork as presented. Seconded by Member Plank. Motion passed.

Motion by Member Smith. Motion: To adjourn. Seconded by Member Plank. Motion passed.

With no further business the meeting adjourned at 10:05 a.m. (Mountain Time)

RESPECTFULLY SUBMITTED BY:

Rod Plank, Secretary/Treasurer

Kevin Renfrow, Chair

_____, 2025

Local Highway Technical Assistance Council



LHTAC COUNCIL STAFF REPORT

December 11, 2025

Agenda Item: **Meeting Dates**

Presenter: **Nancy Ziebarth**

Overview:

2026 Meeting Dates:

- March 12, 2026, Council Meeting, LHTAC Office
- June 9, 2026, Council Meeting, LHTAC Office
- September 16-17, 2026, Bus Tour and Council Meeting
- December 10, 2026, Council Meeting, LHTAC Office

March 2026

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7
8	9	10	11	12 LHTAC Council Meeting	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

LHTAC COUNCIL STAFF REPORT

December 11, 2025

June 2026

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5	6
7	8	9 LHTAC Council Meeting	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

September 2026

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
6	7 Labor Day	8	9	10	11	12
13	14	15	16 LHTAC Council Bus Tour	17 LHTAC Council Meeting	18	19
20	21	22	23	24	25	26
27	28	29	30			

LHTAC COUNCIL STAFF REPORT

December 11, 2025

December 2026

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
6	7	8	9	10 LHTAC Council Meeting	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Below are the proposed Council Meetings for LILB Bid Justifications where all members are invited to join and participate in the discussion and the Executive Council (EC) will be the only ones voting.

- Virtual EC Meeting: January 8, 2026, 10:00 a.m. (MT)
- Virtual EC Meeting: January 29, 2026, 10:00 a.m. (MT)
- Virtual EC Meeting: February 26, 2026, 10:00 a.m. (MT)
- Virtual EC Meeting: March 25 (Wednesday), 2026, 10:00 a.m. (MT)

LHTAC COUNCIL STAFF REPORT

December 11, 2025

To ensure we have a quorum and follow Council Policy #2 for each meeting, you may appoint an alternate member and provide a proxy notice to LHTAC in the event you cannot attend a meeting.

Attended	Proxy	Absent	June 12, 2025	Attended	Proxy	Absent	September 11, 2025
X			Kari Peterson	X			Kari Peterson
X			BJ Berlin	X			BJ Berlin
X			Rod Plank	X			Rod Plank
X			Todd Smith	X			Todd Smith
		X	Phil Lambert				Vacant
X			Mark Rekow			X	Mark Rekow
X			Rick Robinson	X			Rick Robinson
X			Kevin Renfrow	X			Kevin Renfrow
X			Neal Gier	X			Neal Gier

Recommendation: For Council Review



LHTAC COUNCIL STAFF REPORT

December 11, 2025

Agenda Item: **FY25 Financial Audit**

Presenter: **Mike Cram**

Overview:

Jordan Zwygart from Zwygart John & Associates is here today to present the results of the independent financial audit for fiscal year 2025.

Recommendation: For Council Review and Approval

**Local Highway Technical
Assistance Council**

Report on Audited
Basic
Financial Statements
and
Supplemental Information

For the Year Ended June 30, 2025



ZWYGART JOHN

CERTIFIED PUBLIC ACCOUNTANTS

Zwygart John & Associates CPAs, PLLC

16130 North Merchant Way, Suite 120 ♦ Nampa, Idaho 83687

Phone: 208-459-4649 ♦ FAX: 208-229-0404

Independent Auditor's Report

Board of Directors
Local Highway Technical Assistance Council
Boise, Idaho

Report on the Audit of the Financial Statements

Opinions

We have audited the accompanying financial statements of the governmental activities and the major fund of Local Highway Technical Assistance Council (the Council), as of and for the year ended June 30, 2025, and the related notes to the financial statements, which collectively comprise the Council's basic financial statements as listed in the table of contents.

Qualified Opinion on Governmental Activities

In our opinion, except for the effects of the matter described in the "Basis for Qualified Opinion on Governmental Activities" paragraph, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities of Local Highway Technical Assistance Council, as of June 30, 2025, and the respective changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Unmodified Opinion on the Major Fund

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the major fund of Local Highway Technical Assistance Council, as of June 30, 2025, and the respective changes in financial position and, where applicable, cash flows, thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the audit of the Financial Statements section of our report. We are required to be independent of Local Highway Technical Assistance Council, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Basis for Qualified Opinion on Governmental Activities

Management has not performed the actuarial calculations for other post-employment benefits for the governmental activities and, accordingly, has not considered the Council's other post-employment benefit liability. Accounting principles generally accepted in the United States of America require that a liability be recorded for other post-employment benefits, which would decrease net assets, increase liabilities, and increase expenses in the governmental activities. The amount by which this departure would affect net assets, liabilities, and expenses in the governmental activities is not reasonably determinable.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Local Highway Technical Assistance Council's ability to continue as a going concern for one year after the date that the financial statements are issued.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Local Highway Technical Assistance Council's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Local Highway Technical Assistance Council's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control–related matters that we identified during the audit.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the budgetary comparison information, schedule of the Council's proportionate share of the net pension liability, and schedule of Council contributions on pages 25 and 28 be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Management has omitted management's discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinion on the basic financial statements is not affected by this missing information.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated October 20, 2025, on our consideration of the Council's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Council's internal control over financial reporting and compliance.

Zwygart John & Associates, CPAs, PLLC

Nampa, Idaho
October 20, 2025



LHTAC COUNCIL STAFF REPORT

December 11, 2025

Agenda Item: **Surplus Property Disposal**

Presenter: **Mike Cram**

Overview:

Per LHTAC Policy #001, Acquisition and Disposal of Property, all property that is no longer needed will be listed and presented to the Council. Items valued over \$500 will be auctioned to the public. Items under \$500, the Administrator has the authority to dispose of immediately.

Description	Purchase Date	Purchase Value	Current Value	Action
Nothing to Report				

Recommendation: For Council Review

Agenda Item: **Financial Statements**

Presenter: **Mike Cram**

Overview:

Attached are the financial statements for the quarter. Generally, revenues are up and look positive. There are a couple of items of note:

- H.D.A. Appropriation – This is running a bit less than expected. More will be known after the January distribution. If these revenues don't fall further behind the budgeted number, the impact will be minor with a shortfall of less than \$20K.
- Investment Pool Interest – Revenue is currently showing less than budgeted amounts as interest rates continue to fall. There isn't major concern yet as some CDs in the portfolio won't pay out until they mature, but when they do pay out, the expectation is for the interest rate revenue to align more with the budget.

Expenditures are falling within the budget. There are a couple of categories to discuss further:

- LRHIP Grant Distribution – As a reminder, all the grants that are awarded within this program at the beginning of the fiscal year are recorded but then grants that have not been paid at the end of the year are reversed. Once this adjustment is made at the end of the fiscal year then the category will reflect the actual expenditures made during the year but until then the category is a little misleading and looks to be exceeding the budget.
- LILB Contracts – This number reflects the total contracts awarded as well as design and construction engineering & inspection costs. At this time, it does not reflect the total payments made during the year within the program but will at year end after adjusting entries are made.

LHTAC COUNCIL STAFF REPORT

December 11, 2025

- Children Pedestrian Safety Program – LHTAC continues to make payments under this program working toward expending all the Federal funds by the end of the Federal fiscal year.
- Program to Date Fund Balance (LILB) – This number represents the unobligated cash on hand within this program. It changes monthly as expenditures are made and contracts are awarded. As it approaches zero, an additional draw will be requested from ITD.

Also, in the financial statement packet you will find an abbreviated balance sheet which shows that net equity decreased from the previous quarter as disbursements from reserves were made throughout the quarter.

Finally, included you will find the list of LRHIP grants; both those that have yet to be awarded and those that have been disbursed.

Recommendation: For Council Review and Acceptance

Abbreviated Balance Sheet

As of
October 31, 2025

Cash	\$	121,028,153
Accounts Receivable	\$	1,064,262
LRHIP Receivable	\$	4,000,000
Work in Progress	\$	192,662
Total Assets	\$	126,285,077

Current Payables	\$	914
Payroll Payables	\$	91,621
Project Payables	\$	91,056,465
Total Liabilities	\$	91,149,000

Net Equity	\$	35,136,077
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Previous Quarter Net Equity		43,827,743
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LRHIP EXPENDITURES FY 2026

LRHIP FY2022

City of Challis	\$ 30,000
	\$ 30,000

LRHIP FY2023

City of Soda Springs	\$ 100,000
West Point Highway District	\$ 100,000
	\$ 200,000

LRHIP FY2024

City of Ashton	\$ 100,000
City of Bancroft	\$ 100,000
City of Challis	\$ 100,000
City of Craigmont	\$ 100,000
City of Hagerman	\$ 100,000
City of Lava Hot Springs	\$ 30,000
City of Driggs	\$ 30,000
City of Fairfield	\$ 27,231
City of Filer	\$ 30,000
City of Malad	\$ 100,000
City of Midvale	\$ 30,000
City of Newdale	\$ 18,532
East Side HD	\$ 100,000
Evergreen HD	\$ 100,000
Jefferson County	\$ 100,000
Jerome HD	\$ 30,000
Madison County R&B	\$ 60,000
North Latah County HD	\$ 100,000
	\$ 1,255,763

LRHIP FY2025

Bonner County	\$ 100,000
Boundary County	\$ 100,000
Central HD	\$ 100,000
City of Dayton	\$ 30,000
City of Ferdinand	\$ 100,000
City of Georgetown	\$ 30,000
City of Hazelton	\$ 30,000
City of McCall	\$ 30,000
City of Midvale	\$ 100,000
City of Notus	\$ 100,000
City of Plummer	\$ 30,000
City of St. Maries	\$ 30,000
City of Teton	\$ 30,000
East Side HD	\$ 28,988
Highway District No. 4	\$ 78,423
Idaho County	\$ 30,000
Jerome HD	\$ 100,000
Lakes HD	\$ 30,000
North HD	\$ 100,000
Richfield HD	\$ 30,000
South Latah HD	\$ 100,000
Valley County	\$ 100,000
Worley HD	\$ 100,000
	\$ 1,507,411

LRHIP FY2026

Bear Lake County	\$ 100,000
Bingham County	\$ 80,740
Boundary County	\$ 30,000
Burley Highway District	\$ 100,000
Butte County	\$ 100,000
Caribou County	\$ 30,000
City of Buhl	\$ 30,000
City of Cambridge	\$ 100,000
City of Carey	\$ 30,000
City of Cottonwood	\$ 30,000
City of Downey	\$ 50,000
City of Driggs	\$ 100,000
City of Dubois	\$ 100,000
City of Firth	\$ 100,000
City of Franklin	\$ 30,000
City of Harrison	\$ 30,000
City of Homedale	\$ 50,000
City of Kamiah	\$ 37,778
City of Lewisville	\$ 100,000
City of Mackay	\$ 50,000
City of McCall	\$ 100,000
City of McCammon	\$ 30,000
City of New Plymouth	\$ 100,000
City of Pinehurst	\$ 100,000
City of Preston	\$ 100,000
City of Priest River	\$ 30,000
City of Riggins	\$ 35,159
City of Weston	\$ 30,000
Clark County	\$ 100,000
Cottonwood Highway District	\$ 47,250
Custer County	\$ 100,000
Downey-Swan Lake Highway District	\$ 30,000
East Side Highway District	\$ 100,000
Filer Highway District	\$ 100,000
Fremont County	\$ 100,000
Gooding Highway District	\$ 30,000
Independent Highway District	\$ 100,000
Jefferson County	\$ 30,000
Keuterville Highway District	\$ 100,000
Lakes Highway District	\$ 100,000
Lemhi County	\$ 100,000
Mountain Home Highway District	\$ 100,000
Nampa Highway District No. 1	\$ 30,000
Nez Perce County	\$ 30,000
North Highway District	\$ 26,825
Power County Highway District	\$ 100,000
Raft River Highway District	\$ 30,000
Shoshone Highway District	\$ 100,000
South Latah Highway District	\$ 30,000
Teton County	\$ 30,000
Twin Falls Highway District	\$ 30,000
Washington County	\$ 30,000
Wendell Highway District	\$ 100,000
White Bird Highway District	\$ 30,000
	\$ • 3,507,751

Total Expenditures \$ 6,500,925

***Check was paid**

Outstanding as of 10-31-25 \$ 4,617,344



LHTAC COUNCIL STAFF REPORT

December 11, 2025

Agenda Item: **Administrator Report**

Presenter: **Laila Kral, P.E.**

Overview:

With fall transitioning to winter, it also marks the end of our Workshop Season. The LHTAC team presented 10 in-person workshops along with a virtual workshop. This will be covered in more detail in a later council item. Additionally, various staff members participated in the annual COMPASS workshops, providing more direct technical assistance to the Local Highway Jurisdictions that are members.

In August, Megan and I both attended the final Idaho Transportation Board Tour and Meeting which was held in District 2. The project tour featured state projects in the area. For this tour, District 2 District Engineer Doral Hoff invited LHTAC to showcase a few local projects. The bus stopped at a Federally funded bridge for the City of Moscow and a Leading Idaho Local Bridge for the North Latah Highway District. We were also joined by North Latah Highway District Director, Eric Sutton.

At the end of September, LHTAC and the Idaho Transportation Department (ITD) finalized our Stewardship Agreement. This document lays out the roles and responsibilities of administering Federal-aid on the local system. It ensures that there is no duplication of effort and gives LHTAC the authority to provide certain approvals. This agreement extends until September 2030.

LHTAC has provided continued training for staff. Beyond the list of items included in a later item, I wanted to highlight two specifics. BSU provided the second part of the “Building a Culture of Accountability” training. The first course was provided earlier this year. Additionally, LHTAC provided training for First Aid and CPR.

LHTAC COUNCIL STAFF REPORT

December 11, 2025

In late October, I attended the Power County Highway District meeting to honor Gilbert Hofmeister for his service on the Council.



In November there was a ribbon cutting in Kellogg for the Mac Pooler Bridge, funded through the Leading Idaho Local Bridge Program. Mac Pooler was a long-standing Mayor of Kellogg and Council Member. The event was well attended by community members, past and current city employees and team members.



LHTAC COUNCIL STAFF REPORT

December 11, 2025

The Local Transportation Convention was held in November. The LHTAC team presented or co-presented four workshops on various topics. Additionally, staff who attended connected with many LHJs and provided one-on-one technical assistance to numerous agencies on topics related to T2 classes, applications, current projects and other technical topics.

ITD and the Associated General Contractors (AGC) solicited Construction Partnering Awards to highlight great teamwork and communication among the owner/contractor team. LHTAC teams were recognized with two Silver Awards (Grouse Creek Bridge/LaRiviere and King Lane over Warm Spring Creek/Burks Excavation Corporation), one Gold Award (Parkinson Rd Bridge/Braun-Jensen Inc) and a Top Gold (Buckhorn Creek Rd Bridge/Debco Construction).



Recommendation: For Council Review

In Recognition

December 11, 2025 Council Meeting

In recognition of Matt Koster for 500 W Road Project, Teton County:

Scott and Matt,

Thank you for sending this follow-up email, and to Matt for calling me the other day. Your proactive communication is truly appreciated and exceeded my expectations.

I'm pleased the project is moving along and I'm looking forward to its completion. I already noticed a difference last night and this morning, which has made things much more bearable.

Best,

Amber Pence

In recognition of Rebecca Howell for KN 11244 record keeping:

Good morning, Rebecca!

I was out of the office for a few days this week, but I finished the audit, and there were no exceptions. **Excellent record keeping by you and the team.** I need to clean up my audit report, and then I'll send it to you.

Enjoy your weekend.

Gina Hall, ITD

In recognition of Megan Kautz for KN 22638 Change Order 17:

Megan,

I don't have any comments for you, other than, you fight like a lioness...

On the Change Order 17, you have my concurrence.

Regards,

Sajonara Tipuric, P.E.

FHWA - Idaho Division

In recognition of LHTAC & T2 Center:

Good evening just wanted to tell you and the LHTAC team thanks so much for your time, dedication, love and knowledge to be able to teach us. Thanks

Thanks Nathan Webster City of Victor

In recognition of Chainey Rhoades:

Thank you for taking the time to come up and do it for us, and for explaining everything to our council. I have really enjoyed the LHTAC classes and the knowledge I have gained from taking them. Thank you to you and your crew for the good program that you provide to everyone.

Arlynn Jacobson, Public Works Director at City of Sugar City

FRANKLIN CITY

COUNCIL

Kevin Beck
Stuart Parkinson
Mark Dietrich
Bruce Baughman

PO BOX 69 – 128 East Main Street
Franklin, Idaho 83237
(208)646-2300
cityclerk@franklinidaho.org

MAYOR

John D. Packer
City Clerk
Tyona Atkinson

November 3, 2025

LTACH,
HDR Engineering,
Braun-Jensen

Letter of Appreciation for Outstanding Work on the Parkinson Road Bridge

On behalf of the citizens of Franklin and Mayor Packer we want to express our sincere appreciation for the exceptional work on the Parkinson Road bridge replacement. It has been a pleasure to work with all of you throughout this project. We would like to specifically acknowledge the outstanding contributions of the personnel at LTACH, Nicholas McDowell, Ty Bardwell, Luke Myers, Daniel Rau, and Chet Jensen and his crew. The entire team has been outstanding. The professionalism and dedication shown by everyone involved has been remarkable.

I have been highly impressed with Chet Jensen and his crew. It has been a pleasure to work with a contractor that is so professional, knowledgeable, and efficient through every phase of the project.

I was also particularly impressed with the weekly construction meetings which were among the most professional and efficient that I have ever attended.

As a community we are already enjoying the benefits of having the new bridge. Once again, thank you for your commitment to excellence and for a job well done.

Sincerely,
John D. Packer
Mayor City of Franklin

BONNER COUNTY DAILY BEE

**Road and Bridge employees recognized,
outstanding achievement**



| October 23, 2025 1:00 AM

SANDPOINT — Six Road and Bridge workers were recognized during Tuesday’s business meeting for outstanding achievement in the completion of several scholar classes.

Environmental planner JoEllen Ross-Hauer of the Local Highway Technical Assistance Council shared the Road Master presentation at Tuesday’s Bonner County commissioners’ meeting, honoring Bonner County Road and Bridge employees for completing the LHTAC Road Scholar program.

Among the individuals who completed the program were Anthony Lowrey, Bryan Brockus, Tom Klopman, Spot McClain, Mark Chaney and Tony Dunnington.

“It’s time to celebrate what you and your staff’s outstanding achievement in receiving certifications in the Road Scholar Program,” said Ross-Hauer. “Your staff’s hard work has paid off.”

All participants were honored for completing 80 hours of instruction across seven core classes and four electives. The program covers a variety of topics including safety, professional development and maintenance techniques.

Scholars were awarded a certificate, a hat and an engraved letterman tool.

According to Ross-Hauer, LHTAC’s mission is to provide advocacy, support and training for all local highway jurisdictions. Part of the national program the Local Technical Assistance Program, LHTAC provides training and technical assistance to meet the needs of each jurisdiction.

“Thank you for continuing your knowledge and education in all the work you do,” Commissioner Brian Domke said.

Caldwell enhances school zone safety with new flashing lights at multiple schools

by CBS2 News Staff

Wed, October 29, 2025 at 1:46 PM

Updated Wed, October 29, 2025 at 1:47 PM

CALDWELL, Idaho (CBS2) — The City of Caldwell is installing new flashing light systems at multiple schools across the community to improve school zone safety.

The project is part of an ongoing effort to increase visibility, reduce speeding and ensure safer routes for students, families and staff. The lights were paid for using a Child Pedestrian Safety Program grant through the Local Highway Technical Assistance Council and with City funds.

The project includes flashing beacons at the following school zones:

Caldwell School District

- Caldwell High School
- Jefferson Middle School
- Lewis & Clark Elementary (install complete)
- Sacajawea Elementary
- Syringa Middle School
- Van Buren Elementary (install complete)
- Washington Elementary (install complete)

Vallivue School District

- Central Canyon Elementary (install complete)
- Desert Springs Elementary
- Falcon Ridge Elementary
- Gem State Adventist Academy
- Sage Valley Middle School
- Skyway Elementary (install complete)

- Summitvue Middle School

Charter Schools

- Elevate Academy
- Heritage Community Charter
- MOSAICS Public School
- Thomas Jefferson Charter
- Vision Charter
- "These new flashing lights will help drivers clearly identify active school zones and remind them to slow down," said Mayor Wagoner. "The safety of our students is a top priority, and these improvements are an important investment in protecting the children in our community."
- Installation work is taking place now through mid to late November with all lights expected to be operational by November 28. The city reminds drivers to stay alert and obey posted speed limits, especially when lights are flashing.

Idaho Mountain Express

Serving Sun Valley, Ketchum, Hailey, Bellevue and Carey

November 19, 2025



Two blocks of River Street that have been closed to traffic will open on Oct. 24. Narrower lanes will slow traffic, and the new configuration includes sidewalks and protected bike lanes. Street trees and street lights will be installed in the spring.

Courtesy City of Hailey, rendering by GGLO

Soon, Hailey residents will once again have full access to a two-block section of River Street that has been closed for construction since summer.

The street won't officially open to traffic until Oct. 24. But the City of Hailey has planned a street party this weekend to celebrate the reopening.

The party will take place on River Street at Bullion Street from noon to 5 p.m. on Saturday, Oct. 18.

Hailey City Administrator Lisa Horowitz said that the city considered a traditional ribbon cutting but quickly moved to the idea of a street party instead. She reached out to John Anderson, operations director of Sawtooth Brewery, to help make it happen.

"The City's not as good at planning parties," Horowitz said.

Anderson, though, has already organized some 40 shows this year, by his estimate, and is the galvanizing force behind Hailey Rocks, the free summer concerts in Hop Porter Park. Anderson's brewery and tap room is also the only commercial space on the section of River Street that's been closed over the past several months.

"It feels like forever," Anderson said.

Business has slowed because of the street closure, he said.

"It's been very stressful, but we're trying to stay positive because it will be good in the long run," he said.

The construction has narrowed the road to two low-speed travel lanes with angled parking on either side. Protected bike lanes travel in both directions next to planted strips and sidewalks.

The city was awarded a federally funded Local Highway Technical Assistance Council grant for the River Street [redesign in 2016](#). At the time, the \$1.85 million grant would have covered transforming four blocks of River Street. But the funds weren't released until 2022, at which point costs had increased so that only two blocks could be completed.

"We've been working on this a long time," Horowitz said.

But, she said, the city continues to think long term and is trying to identify grant sources and other funding to complete the final two blocks of the project.

For now, what people will see on Saturday as they walk down River Street will be finished hardscape, the sidewalks, mini plazas, curbs and cutaways and the narrowed roadway. Landscaping, streetlights and street trees will be installed in the spring.

For Saturday's event, Anderson corralled a lineup of 10 local artists who will perform from a stage set up at the north end of the street. The musicians, who lead their own bands, will perform solo, but they're also bringing bandmates, and the whole lot will "mix and match" over the course of the afternoon.

The brewery's food truck, sausage wagon and draft wagon will also be pulled out into the street. The brewery's nonalcoholic offerings and hard seltzer will also be on tap, as well as its root beer. Bouncy houses will be installed on the south end of the street.

"We're going to take over the whole street and have a good time," Anderson said

[Briana Miller](#)

Safer spaces for students commuting in Osburn



One of the four new bus stop shelters being built throughout the city of Osburn. The shelters were paid for by a grant from the Local Highway Technical Assistance Council as part of its Child Pedestrian Safety Project.

Courtesy photo

by [JOSH McDONALD](#)

Staff Writer | December 1, 2025 1:07 AM

OSBURN — Work is wrapping up on the Child Pedestrian Safety Project aimed at making school routes safer for children in Osburn, with four shelters erected in high-traffic areas where students wait for the school bus.

Those stops include the corners of Sixth Street and Chestnut Avenue, Washington Street and Yellowstone Avenue, Buchanan Street and Yellowstone Avenue, and near Leisure Acres II.

A crosswalk upgrade near Osburn Lions Park is also part of the project, funded by a \$136,000 grant from the Local Highway Technical Assistance Council.

“This program helps Idaho communities make walking routes safer for kids, and we’re grateful to have been selected,” City Clerk Jenna Grant-Arthun said. “These shelters will help keep students dry, visible and safe throughout the year.”

Much of Osburn is bisected by an old highway, with four lanes and 35 miles per hour traffic. In winter, snow removal and storage narrow streets, reducing visibility and available space for students waiting for the bus or walking to school.

The crosswalk on Mullan Avenue, directly across from Silver Hills Elementary, features Rectangular Rapid Flashing Beacon signs to improve driver awareness of pedestrians.

Wallace School Board Trustee Mary Rehnborg was pleased to see the city of Osburn adding and improving safety measures for students.

"These shelters and safety upgrades make a real difference for families during Idaho's harsh winters," she said.

Part of the state's Leading Idaho initiative, the Child Pedestrian Safety Program supports projects such as sidewalks, ADA ramps, crosswalks with safety signage, and bus stop shelters. Grants, typically up to \$250,000, are awarded to shovel-ready projects that enhance safety and connectivity near schools.

LHTAC's mission is to assist local jurisdictions with technical expertise and funding to make transportation safer and more accessible for all residents, with a focus on protecting young pedestrians.

David Evans and Associates provided engineering for the project. North Fork Enterprises is handling the construction of the shelters.

"We appreciate LHTAC's support and look forward to making Osburn's school routes safer for all of our kids," Grant-Arthun said.



Idaho County receives ITD award for Buckhorn Bridge work

Nov 26, 2025



Idaho County Road Supervisor Guy Von Bargaen (middle) with Karissa Nelson and Laila Kral of the Local Highway Technical Assistance Council.

Contributed photo



The Buckhorn Bridge replacement is in progress across the south Fork and will be completed in December.

Contributed photo

Recently, Guy Von Barga, Idaho County Road Department Supervisor, accepted the Idaho Transportation Department's (ITD) 2025 Construction Partnering Gold Award. This award is ITD's highest award, which acknowledges the collaborative work achieved during the rapid development and deployment of the Buckhorn Bridge project.

The Buckhorn Bridge, crossing the South Fork Clearwater River, was closed after the ITD discovered severe wood rot and a major loss of capacity in the south piers, making it unsafe and at risk of collapse. Idaho County officials and the Local Highway Technical Assistance Council began pursuing funding solutions to expedite a replacement and restore access.

Debco Construction installed temporary supports so residents and construction crews could safely cross the condemned bridge for nearly two months while the new bridge design and procurement progressed.

The project team coordinated pricing, engineering and permitting with the local jurisdiction from the first call in July to contracts signed Aug. 12. An alternate access route was opened by Aug. 23, the old bridge was removed in October, and the new bridge, estimated at \$2.5 million, is now being worked on with completion expected before Christmas.

Kellogg bridge dedicated to former mayor



Former Kellogg Mayor Mac Pooler has the distinction of being the first person to ever drive across the bridge named after him, following a special dedication ceremony on Wednesday.

JOSH McDONALD

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November 7, 2025 1:00 AM

KELLOGG — The Mac Pooler Bridge was formally dedicated Wednesday afternoon as city leaders, government officials, community members, and friends and family of the former Kellogg mayor gathered to celebrate the occasion.

The bridge, formerly known as the Bunker Avenue Bridge, spans the South Fork Coeur d'Alene River and connects Bunker Avenue to the northern half of Kellogg and Interstate 90. The 50-year-old bridge was fully replaced over the past seven months.

Kellogg City Superintendent Mike Fitzgerald hosted the event, which included remarks from Mayor Rod Plank, Councilman Terry Douglas, Laila Kral of the Local Highway Technical

Assistance Council, and David Suhr of David Evans and Associates.

Suhr, the project manager for the bridge, spoke of his fondness for the project because of his connection to Pooler.

ADVERTISING

“I’ve been on a lot of different projects throughout the years,” Suhr said. “But this one was particularly enjoyable to be on, having known Mac for so long.”

Plank spoke of Pooler’s time in public service and how he worked tirelessly to ensure rural communities, not just Kellogg, were represented at the state level.

“He poured his heart and soul into the city of Kellogg,” Plank said. “I’m just really proud and humbled to be able to honor him in this way.”

Replacing the bridge came with a \$3.5 million price tag, but funding was provided through Gov. Brad Little’s Leading Idaho Bridge Program.

“Through this program, we were able to help save the taxpayers of the city on the costs of repairing or replacing this bridge,” Kral said.

Pooler, 83, served on the Kellogg City Council from 1992 to 1995, and held two separate terms as mayor — from 1995 to 1997 and again from 2002 to 2024. He stepped down in early 2024 due to health concerns.

“I’ve got another battle to fight, and I’m going to fight until the very end,” Pooler said. “Thank you for this great honor.”

During his time in government, Pooler spent 16 years on the LHTAC board, championing the needs of rural communities.

He closed out the ceremony in style, becoming the first person to drive across the bridge that now bears his name.

The Mac Pooler Bridge will open for public use Friday afternoon.

Pocatello's East Oak Street child pedestrian safety improvements completed near Greenacres Elementary

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[David Kennard, EastIdahoNews.com](#)



POCATELLO — Construction on the East Oak Street Child Pedestrian Safety Improvements Project, in front of Greenacres Elementary School at the intersection of East Oak Street and Hyde Avenue, has been completed.

The project included the installation of Rectangular Rapid Flashing Beacons, new ADA-accessible ramps, upgraded sidewalks and improved curb and gutter features, according to Merrill Quayle P.E., Public Works engineer with the City of Pocatello.

“These enhancements are designed to increase safety for children walking and biking to school,” Quayle said in a prepared statement sent to EastIdahoNews.com.

According to the statement, the city’s Engineering Department, in collaboration with the Street Services, also made roadway repairs and improvements along Hyde Street and East Oak Street, extending to North 15th Avenue.

Additionally, Pocatello/Chubbuck School District 25 contributed further improvements on school property, helping ensure the project’s success, Quayle stated.

The project was made possible through the Child Pedestrian Safety Grant Program secured by the City of Pocatello, which provides funding to improve safety for children walking and biking, particularly around school zones, according to the statement.

The City of Pocatello received \$250,000 in state funding for the project. The Local Highway Technical Assistance Council is administering the grant with funds allocated by the Idaho State Legislature.



LHTAC COUNCIL STAFF REPORT

December 11, 2025

Agenda Item: **Staff Training**

Presenter: **Nancy Ziebarth**

Overview:

Below is a list of trainings, lunch and learns, and professional development that LHTAC staff participated in from September 1, 2025 through November 30, 2025.

1. Asphalt Conference
2. CPR & First aid
3. Buy America
4. Building a Culture of Accountability, Part 2
5. Western Bridge Engineers Conference
6. Wetland Mitigation Project Seminar, City of Nampa
7. Environmental Impacts of Geotechnical Investigations
8. Westervelt Wetland Mitigation Seminar
9. Work Zone Safety Summit
10. ITD Specification Change Committee
11. American Planning Association Idaho Conference

Recommendation: For Council Review



COUNCIL STAFF REPORT

December 11, 2025

Agenda Item: Efficiency Measures

Presenter: Staff

Overview:

Efficiency Measure Dashboard		
Design Efficiency Measures		Goal
Design Closeout	Construction Contract Award Date + 120 Days	85%
Design Consultant Agreement	Design obligation date (FHWA approval date) + 120 days	90%
Design PS&E Delivery	As of Nov 15 th , PS&E document ready and Construction State/Local sent to sponsor	75%
Construction Efficiency Measures		Goal
Change Order	Contractor Information received date + 28 days	80%
Construction Closeout	Work complete date on form 2242 + 90 days	70%
Construction Consultant Agreement	Executed CE&I agreement one week before Pre-Con meeting	90%
Program Administration Dashboard		
Leading Idaho Local Bridge Program: Percent Invoices Paid within 30 days		100%
Safe Routes to School Invoice Reporting: Percent Invoices Paid within 30 days		100%
Transportation Alternatives Program: FY25 Percent Obligated		100%

Recommendation: For Council Review

[illegible]

Design Consultant Agreement						
July through September 2025						
<u>Key Numbers</u>	<u>Project Names</u>	<u>Design Admin</u>	<u>Design Consultant</u>	<u>Target Date</u>	<u>Actual Date</u>	<u>Success</u>
<u>24735</u>	30 South Road Bridge	Muhammad Zubery	JUB	7/3/2025	11/20/2025	No
<u>24256</u>	Pennsylvania Ave; NE 11th St to NW 16th St, PH 1	Kevin Kuther	Ardurra (T-O Engineers, Inc.)	7/8/2025	7/14/2025	No
<u>24608</u>	Anderson Dam Rd Safety Improvements	Brian Wright	HMH	11/4/2025	8/26/2025	Yes
<u>24734</u>	Clover Creek Bridge (S 100 E)	Lisa Popoff	Keller Associates	8/2/2025	9/8/2025	No
Goal = 90% Achieved = 25% Achieved Past 12 Months = 27%, 3 success out of 11						

PS&E Delivery FY25						
July through September 2025						
Key Number	Project Name	Design Admin	Design Consultants	Target Date	Actual Date	Success
13443	Snake River Avenue; Southway Br to 11th Ave	Sam Larrondo	Horrocks Engineers, Inc.	11/15/2025	11/13/2025	Yes
13905	N 10th Ave ITS & Overlay	Amanda LaMott	Six Mile Engineering, PA	11/15/2025		pending
19637	Yale Road Stage 4; MP 12.1 to 13.7	Muhammad Zubery	Civil Science, Inc.	11/15/2025	10/24/2025	*Yes
19718	Pine Creek Rd Bridge over Pine Creek	Amanda LaMott	HMH; HMH	11/15/2025	4/2/2025	Yes
20243	45th E; Sand Creek Bridge	Scott Wood	Keller Associates	11/15/2025		pending
20438	45th E; Willow Creek Bridge	Scott Wood	Keller Associates	11/15/2025		pending
20535	1st St; Ammon Rd to 45th E Widening	Sam Larrondo	Civil Science, Inc.	11/15/2025		pending
20599	W Side Frontage Rd	Muhammad Zubery	Horrocks Engineers, Inc.	11/15/2025	10/16/2025	*Yes
22893	North Fork East River Bridge	Scott Wood	Keller Associates	11/15/2025		pending
23023	Elm St; Yellowstone to South BLVD	Lisa Popoff	Precision Engineering, LLC	11/15/2025		pending
23295	Birch Creek Road Safety Improvements	Lisa Popoff	Civil Science, Inc.	11/15/2025	11/6/2025	Yes
23299	Meridian Road Safety Improvements	Brian Wright	Harper-Leavitt Engineering	11/15/2025		pending
23301	E 500 N Road Safety Improvements	Sam Larrondo	Civil Science, Inc.	11/15/2025		pending
23330	E Parkway; Barney Dairy Rd to 7th N	Muhammad Zubery	Forsgren Associates, Inc.	11/15/2025		No
23731	Northside Blvd & Karcher Rd	Kevin Kuther	Parametrix	11/15/2025		No
23733	3700 North Road	Lisa Popoff	Forsgren Associates, Inc.	11/15/2025		pending
23880	Spirit Lake Cutoff Curves	Brian Wright	J-U-B Engineers, Inc.	11/15/2025		pending
23881	Gun Club Rd; Lapwai Rd to Stewart Ave	Kevin Kuther	Keller Associates	11/15/2025		No
23883	2nd St S Safety Improvements	Brian Wright	Burgess & Niple, Inc.	11/15/2025		pending
23889	5th E (Holmes) & 49th S Signal	Sam Larrondo	Keller Associates	11/15/2025		pending
24250	1st Street Widening, Ammon	Lisa Popoff		11/15/2025		pending
24257	Pendlebury Ln; Christensen Dr to Alice St	Kevin Kuther	Civil Science, Inc.	11/15/2025		pending
24339	Ferry Butte Rd Bridge Rehabilitation	Sam Larrondo	Keller Associates	11/15/2025		pending
24341	South Teton River Bridge	Muhammad Zubery	Forsgren Associates, Inc.	11/15/2025		No
24342	Old Spiral Hwy Guardrail, PH 1	Kevin Kuther	J-U-B Engineers, Inc.	11/15/2025	11/25/2025	Yes*

<u>24343</u>	River Road Guardrail Improvements	Kevin Kuther	HMH Engineering	11/15/2025		Yes*
<u>24345</u>	Old Hwys 37 & 191 Center Rumble Strips	Brian Wright	Keller Associates	11/15/2025	11/4/2025	Yes
<u>24346</u>	INT 7th South & Center St HAWK Signal	Brian Wright	Horrocks Engineers, Inc.	11/15/2025	7/31/2025	Yes
<u>24379</u>	Burrell Ave Sidewalk Infill; Thain Rd to 14th St	Sam Larrondo	HMH	11/15/2025		pending
<u>24704</u>	Idaho Canal Path; Sunnyside to 49th S, Idaho Falls	Lisa Popoff		11/15/2025		pending
<u>24705</u>	Yellowstone Avenue Sidewalk	Lisa Popoff		11/15/2025		pending
<p>Goal = 75% by November 15</p> <p>Achieved = 15% by November 15th</p> <p>Achieved Past For FY25 = 15%, 5 successes out of 33</p>						

Construction Change Order								
July through September 2025								
<u>Key Numbers</u>	<u>Constr Admin</u>	<u>CEI Consultants</u>	<u>Contractor</u>	<u>Change Order</u>	<u>Description</u>	<u>Target Date</u>	<u>Actual Date</u>	<u>Success</u>
12098	Matt Koster	Civil Science, Inc.	Cannon Builders Inc.	4	Track Monitoring & Insurance	7/15/2025	7/15/2025	Yes
12310	Megan Kautz	HMH	Interstate Concrete & Asphalt Co.	3	Lancaster RBT Changes	8/18/2025	9/26/2025	No
14058	Matt Koster	Civil Science, Inc.	Gale Lim Construction LLC	2	Cattle Guard	9/24/2025	9/23/2025	Yes
18807	Jayme Coonce	Civil Science, Inc.	Summit Construction LLC	1	Relocate Fire Hydrant	9/18/2025	9/23/2025	No
18807	Jayme Coonce	Civil Science, Inc.	Summit Construction LLC	2	Additional Pavers	9/24/2025	9/23/2025	Yes
20699	Jayme Coonce	Salaber Associates, Inc.	Summit Construction LLC	4	Chip Seal	10/9/2025	9/17/2025	Yes
21981, 22879, 23746, 24280	Jayme Coonce	HMH; HMH; HMH; HMH	Staker & Parson Companies	1	Cattle Guard and Extend Work Limits	10/8/2025	9/18/2025	Yes
21983	Matt Koster	Civil Science, Inc.	Sunroc Corporation	1	Utility Delay	9/25/2025	10/14/2025	No
21984	Matt Koster	Civil Science, Inc.	Cannon Builders Inc.	1	Tree Removal	7/22/2025	7/18/2025	Yes
22402	Jayme Coonce	HMH	Knife River Corp.	2	Stormwater, Approaches, and Sidewalk Changes	9/22/2025	9/25/2025	No
22638	Megan Kautz	Civil Science, Inc.	Cascade Bridge, LLC	17	Extend OH Claim Resolution	9/15/2025	9/5/2025	Yes
23285	Megan Kautz	J-U-B Engineers, Inc.	Selland Construction	1	Drainage Geotextile	9/19/2025	9/5/2025	Yes
23300	Matt Koster	HMH	H-K Contractors	1	Culvert & HMA	8/27/2025	8/26/2025	Yes
<p>Goal = 80%</p> <p>Achieved = 69%</p> <p>Achieved Past 12 Months = 81%; 25 successes out of 31</p>								

Construction Closeout							
July through September 2025							
<u>Key Number</u>	<u>Project Name</u>	<u>Constr Admin</u>	<u>CEI Consultants</u>	<u>Contractors</u>	<u>Target Date</u>	<u>Actual Date</u>	<u>Success</u>
20383	S Fk CDA Rv Br; 6th Street	Megan Kautz	HMH	Apollo Inc.	8/13/2025	10/8/2025	No
22398	McGhee Road Pedestrian Improvements	Megan Kautz	HMH	North Fork Enterprises	8/25/2025	8/20/2025	Yes
22874	Rectangular Rapid Flashing Beacon (RRFB) Installation	Jayme Coonce	HMH	Selland Construction	8/10/2025	8/5/2025	Yes
22878	Homedale Rd Curve Improvement	Matt Koster	Forsgren Associates, Inc.	Sunroc Corporation	7/22/2025	7/16/2025	Yes
23290	Waha & Lapwai Rd Curves	Jayme Coonce	J-U-B Engineers, Inc.	Debco Construction	8/17/2025	8/5/2025	Yes
Goal = 70%							
Achieved = 80%							
Achieved Past 12 Months = 81%; 13 successes out of 16							

Construction Consultant Agreement

July through September 2025

<u>Key Number</u>	<u>Project Name</u>	<u>Constr Admin</u>	<u>CEI Consultants</u>	<u>Contractors</u>	<u>Target Date</u>	<u>Actual Date</u>	<u>Success</u>
20039	W Fk Pine Cr Rd Br	Megan Kautz	Keller Associates	North Fork Enterprises	9/16/2025	9/15/2025	Yes
22875	Lancaster & Huetter Roundabout	Megan Kautz	HMH	Interstate Concrete & Asphalt Co.	7/21/2025	7/28/2025	No
23285	S Greensferry Rd Guardrail	Megan Kautz	J-U-B Engineers, Inc.	Selland Construction	8/4/2025	7/15/2025	Yes
23286	Stop Control Safety Improvements	Brian Wright	HMH	Road Products, LLC	8/21/2025	7/28/2025	Yes

Goal = 90%

Achieved = 60%

Achieved Past 12 Months = 86%; 19 successes out of 22

Leading Idaho Local Bridge Program

July through September 2025

<u>Invoice #</u>	<u>Invoice Amount</u>	<u>Invoice Date</u>	<u>Date LHTAC Received</u>	<u>Date Reviewed</u>	<u>Date Accounting Received</u>	<u>Date Check Paid</u>	<u>Days from Received to Paid</u>	<u>Success</u>
9012025	\$ 2,860.00	9/1/2025	9/16/2025		9/23/2025	9/24/2025	8	Yes
185263	\$ 1,746.70	6/6/2025	6/13/2025	6/17/2025	6/23/2025	7/7/2025	24	Yes
18807	\$ 5,407.19	6/5/2025	6/13/2025	6/17/2025	6/23/2025	7/7/2025	24	Yes
185265	\$ 7,525.94	6/6/2025	6/13/2025	6/17/2025	6/23/2025	7/7/2025	24	Yes
185267	\$ 29,788.29	6/6/2025	6/13/2025	6/17/2025	6/23/2025	7/7/2025	24	Yes
18825	\$ 1,856.94	6/6/2025	6/13/2025	6/17/2025	6/23/2025	7/7/2025	24	Yes
1240027702	\$ 50,986.82	6/9/2025	6/13/2025	6/17/2025	6/23/2025	7/7/2025	24	Yes
453077	\$ 3,638.32	6/10/2025	6/13/2025	6/17/2025	6/23/2025	7/7/2025	24	Yes
185703	\$ 20,832.89	6/18/2025	6/20/2025	6/24/2025	6/25/2025	7/7/2025	17	Yes
24113817	\$ 22,743.56	6/18/2025	6/26/2025	6/26/2025	6/30/2025	7/7/2025	11	Yes
24113766	\$ 5,296.54	6/4/2025	6/26/2025	6/26/2025	6/30/2025	7/7/2025	11	Yes
BO2500951-IN	\$ 34,051.41	6/16/2025	6/20/2025	6/24/2025	6/25/2025	7/14/2025	24	Yes
D3880300-03	\$ 67,566.00	6/13/2025	6/26/2025	6/26/2025	6/30/2025	7/14/2025	18	Yes
193016005-0525	\$ 83,074.42	5/31/2025	6/26/2025	6/26/2025	6/30/2025	7/14/2025	18	Yes
193016008-0525	\$ 43,611.38	5/31/2025	6/26/2025	6/26/2025	6/30/2025	7/14/2025	18	Yes
18872	\$ 7,234.69	7/3/2025	7/11/2025	7/14/2025	7/14/2025	8/4/2025	24	Yes
225367	\$ 14,766.65	6/25/2025	7/11/2025	7/14/2025	7/14/2025	8/4/2025	24	Yes
18877	\$ 19,480.21	7/9/2025	7/11/2025	7/14/2025	7/14/2025	8/4/2025	24	Yes
225368	\$ 9,701.14	6/25/2025	7/11/2025	7/14/2025	7/14/2025	8/4/2025	24	Yes
14946.01-03	\$ 450.00	7/9/2025	7/11/2025	7/14/2025	7/14/2025	8/4/2025	24	Yes
594539	\$ 29,788.45	7/9/2025	7/11/2025	7/14/2025	7/14/2025	8/4/2025	24	Yes
40218884	\$ 4,279.84	6/30/2025	7/11/2025	7/14/2025	7/14/2025	8/4/2025	24	Yes
595084	\$ 20,391.52	7/15/2025	7/21/2025	7/29/2025	7/30/2025	8/4/2025	14	Yes
1240028193	\$ 51,048.60	7/24/2025	7/25/2025	7/29/2025	7/30/2025	8/4/2025	10	Yes
186674	\$ 17,676.85	7/16/2025	7/21/2025	7/29/2025	7/30/2025	8/18/2025	28	Yes
186675	\$ 13,732.26	7/16/2025	7/21/2025	7/29/2025	7/30/2025	8/18/2025	28	Yes
251527	\$ 91,065.20	5/28/2025	7/21/2025	7/29/2025	7/30/2025	8/18/2025	28	Yes
186677	\$ 12,282.24	7/16/2025	7/21/2025	7/29/2025	7/30/2025	8/18/2025	28	Yes
251526	\$ 35,059.30	5/28/2025	7/21/2025	7/29/2025	7/30/2025	8/18/2025	28	Yes
185266	\$ 49,581.50	6/6/2025	7/21/2025	7/29/2025	7/30/2025	8/18/2025	28	Yes
186676	\$ 43,022.71	7/16/2025	7/21/2025	7/29/2025	7/30/2025	8/18/2025	28	Yes
186355	\$ 28,174.03	7/9/2025	7/21/2025	7/29/2025	7/30/2025	8/18/2025	28	Yes
BO2501160-IN	\$ 30,456.68	7/16/2025	7/21/2025	7/29/2025	7/30/2025	8/18/2025	28	Yes
24115269	\$ 2,576.51	7/2/2025	7/21/2025	7/29/2025	7/30/2025	8/18/2025	28	Yes
24115267	\$ 6,263.40	7/2/2025	7/21/2025	7/29/2025	7/30/2025	8/18/2025	28	Yes
252240	\$ 163,617.19	7/21/2025	7/25/2025	7/29/2025	7/30/2025	8/18/2025	24	Yes
252236	\$ 21,496.40	7/21/2025	7/25/2025	7/29/2025	7/30/2025	8/18/2025	24	Yes
225446	\$ 4,718.82	7/25/2025	8/13/2025	8/14/2025	8/18/2025	8/18/2025	5	Yes

225448	\$ 2,220.96	7/25/2025	8/13/2025	8/14/2025	8/18/2025	8/18/2025	5	Yes
225450	\$ 1,179.19	7/25/2025	8/13/2025	8/14/2025	8/18/2025	8/18/2025	5	Yes
193016008-0625	\$ 6,598.11	6/30/2025	8/1/2025	8/4/2025	8/4/2025	8/25/2025	24	Yes
GS022-04WO44-07	\$ 28,355.50	7/10/2025	8/15/2025	8/19/2025	8/22/2025	9/8/2025	24	Yes
D3880300-04	\$ 53,089.71	8/8/2025	8/21/2025	8/25/2025	9/2/2025	9/8/2025	18	Yes
1240028376	\$ 57,525.76	8/18/2025	8/21/2025	8/25/2025	9/2/2025	9/8/2025	18	Yes
187521	\$ 38,294.17	8/18/2025	8/21/2025	8/25/2025	9/2/2025	9/8/2025	18	Yes
GS022-04-08-C9	\$ 34,610.15	9/5/2025	9/5/2025	9/8/2025	9/8/2025	9/8/2025	3	Yes
GS022-04-06-C28	\$ 9,390.60	9/5/2025	9/5/2025	9/8/2025	9/8/2025	9/8/2025	3	Yes
GS022-04-03-C31	\$ 25,319.60	9/5/2025	9/5/2025	9/8/2025	9/8/2025	9/8/2025	3	Yes
187889	\$ 9,546.84	8/27/2025	9/5/2025	9/8/2025	9/8/2025	9/8/2025	3	Yes
187887	\$ 50,467.11	8/27/2025	9/5/2025	9/8/2025	9/8/2025	9/8/2025	3	Yes
18988	\$ 20,414.60	8/11/2025	8/21/2025	8/25/2025	9/2/2025	9/15/2025	25	Yes
18994	\$ 26,467.37	8/11/2025	8/21/2025	8/25/2025	9/2/2025	9/15/2025	25	Yes
193016008-0725	\$ 33,884.02	7/31/2025	8/21/2025	8/25/2025	9/2/2025	9/15/2025	25	Yes
24117128	\$ 2,791.85	8/8/2025	8/21/2025	8/25/2025	9/2/2025	9/15/2025	25	Yes
597811	\$ 20,808.27	8/21/2025	8/21/2025	8/25/2025	9/2/2025	9/15/2025	25	Yes
24117129	\$ 5,471.82	8/7/2025	8/21/2025	8/25/2025	9/2/2025	9/15/2025	25	Yes
449930	\$ 1,967.36	5/23/2025	7/24/2025	9/18/2025	9/19/2025	9/22/2025	60	No
BO2501516-IN	\$ 17,278.17	8/18/2025	8/21/2025	8/25/2025	9/2/2025	9/22/2025	32	No
468545	\$ 5,114.32	8/28/2025	9/5/2025	9/8/2025	9/8/2025	9/22/2025	17	Yes
438478	\$ 20,436.48	3/24/2025	3/27/2025	9/18/2025	9/19/2025	9/22/2025	179	No
40239810	\$ 20,034.05	8/29/2025	9/5/2025	9/8/2025	9/8/2025	9/29/2025	24	Yes
225531	\$ 4,758.82	8/25/2025	9/16/2025	9/17/2025	9/19/2025	9/29/2025	13	Yes
1240028641	\$ 54,151.91	9/12/2025	9/16/2025	9/17/2025	9/19/2025	9/29/2025	13	Yes
225534	\$ 7,584.63	8/25/2025	9/16/2025	9/17/2025	9/19/2025	9/29/2025	13	Yes
225564	\$ 1,431.46	8/25/2025	9/16/2025	9/17/2025	9/19/2025	9/29/2025	13	Yes
225565	\$ 1,093.39	8/25/2025	9/16/2025	9/17/2025	9/19/2025	9/29/2025	13	Yes
564288	\$ 255,928.08	5/14/2025	6/6/2025	6/8/2025	6/9/2025	7/7/2025	31	No
36412	\$ 129,029.70	6/10/2025	6/13/2025	6/17/2025	6/23/2025	7/7/2025	31	No
557697	\$ 209,146.04	3/18/2025	6/13/2025	6/17/2025	6/23/2025	7/7/2025	24	Yes
185335	\$ 18,310.00	6/12/2025	6/13/2025	6/17/2002	6/23/2025	7/7/2025	24	Yes
24112120	\$ 108,560.48	5/1/2025	6/13/2025	6/17/2025	6/23/2025	7/7/2025	24	Yes
185000	\$ 362,215.29	6/10/2025	6/13/2025	6/17/2025	6/23/2025	7/7/2025	24	Yes
0525-1597	\$ 2,205.76	6/9/2025	6/13/2025	6/17/2025	6/23/2025	7/7/2025	24	Yes
0525-1607	\$ 3,212.38	6/11/2025	6/13/2025	6/17/2025	6/23/2025	7/7/2025	24	Yes
1200714692	\$ 55,581.16	4/18/2025	4/21/2025	6/27/2025	6/30/2025	7/7/2025	77	No
1200731888	\$ 111,162.32	6/18/2025	6/18/2025	6/27/2025	6/30/2025	7/7/2025	19	Yes
W3Y28400002	\$ 220,619.66	6/6/2025	6/26/2025	6/27/2025	6/30/2025	7/14/2025	18	Yes
0733.25.21-021668	\$ 5,742.88	6/10/2025	6/20/2025	7/11/2025	7/14/2025	7/28/2025	38	No
GS022-04-WO-03	\$ 140,737.20	6/19/2025	6/20/2025	7/11/2024	7/14/2025	7/28/2025	38	No
0733.25.21-021299	\$ 431.18	3/4/2025	6/13/2025	7/11/2025	7/14/2025	7/28/2025	45	No
0733.25.21-021741	\$ 709.97	7/10/2025	7/11/2025	7/11/2025	7/14/2025	7/28/2025	17	Yes
251882	\$ 5,519.20	6/24/2025	7/3/2025	7/11/2025	7/14/2025	7/28/2025	25	Yes

176170	\$ 5,340.00	7/9/2025	7/11/2025	7/11/2025	7/14/2025	7/28/2025	17	Yes
186070	\$ 487,680.48	6/26/2025	7/3/2025	7/11/2025	7/14/2025	7/28/2025	25	Yes
251907	\$ 177,314.50	6/25/2025	7/3/2025	7/11/2025	7/14/2025	7/28/2025	25	Yes
GS022-04-WO58-2	\$ 550,957.30	7/14/2025	7/21/2025	7/24/2025	7/24/2025	7/28/2025	7	Yes
GS022-04WTA58-3	\$ 14,653.10	7/14/2025	7/21/2025	7/24/2025	7/24/2025	7/28/2025	7	Yes
43546	\$ 9,697.01	7/11/2025	7/11/2025	7/11/2025	7/14/2025	8/4/2025	24	Yes
43547	\$ 31,037.01	7/11/2025	7/11/2025	7/11/2025	7/14/2025	8/4/2025	24	Yes
43548	\$ 65,855.97	7/11/2025	7/11/2025	7/11/2025	7/14/2025	8/4/2025	24	Yes
1200737025	\$ 222,324.64	7/9/2025	7/11/2025	7/11/2025	7/14/2025	8/4/2025	24	Yes
0625-1597	\$ 223.85	7/7/2025	7/11/2025	7/11/2025	7/21/2025	8/4/2025	24	Yes
1200739809	\$ 63,715.00	7/15/2025	7/21/2025	7/24/2025	7/24/2025	8/4/2025	14	Yes
40223595	\$ 248,411.33	7/22/2025	7/25/2025	7/25/2025	7/28/2025	8/4/2025	10	Yes
225429	\$ 11,140.00	7/21/2025	7/25/2025	8/1/2025	8/4/2025	8/4/2025	10	Yes
225431	\$ 131,489.00	7/22/2025	7/25/2025	8/1/2025	8/4/2025	8/4/2025	10	Yes
1200742170	\$ 101,023.10	7/25/2025	7/25/2025	8/1/2025	8/4/2025	8/4/2025	10	Yes
461034	\$ 361,907.83	7/18/2025	7/21/2025	7/24/2025	7/24/2025	8/18/2025	28	Yes
225430	\$ 19,589.00	6/26/2025	7/25/2025	8/4/2025	8/7/2025	8/18/2025	24	Yes
225432	\$ 141,278.75	7/23/2025	7/25/2025	8/4/2025	8/7/2025	8/18/2025	24	Yes
463881	\$ 576,226.05	8/5/2025	8/13/2025	8/15/2025	8/18/2025	8/18/2025	5	Yes
252287	\$ 10,412.80	7/23/2025	8/13/2025	8/15/2025	8/18/2025	8/18/2025	5	Yes
595693	\$ 37,608.08	7/29/2025	8/1/2025	8/15/2025	8/18/2025	8/25/2025	24	Yes
193016006-0725	\$ 300,452.05	7/31/2025	8/21/2025	8/22/2025	8/25/2025	8/25/2025	4	Yes
1200744291	\$ 61,037.07	8/4/2025	8/13/2025	8/15/2025	8/18/2025	9/8/2025	26	Yes
43889	\$ 124,648.12	8/12/2025	8/13/2025	8/15/2025	8/18/2025	9/8/2025	26	Yes
W3Y28400003	\$ 190,419.17	8/12/2025	8/13/2025	8/15/2025	8/18/2025	9/8/2025	26	Yes
187287	\$ 4,845.00	8/13/2025	8/21/2025	8/22/2025	8/25/2025	9/8/2025	18	Yes
0725-1597	\$ 810.14	8/13/2025	8/21/2025	8/22/2025	8/25/2025	9/8/2025	18	Yes
0725-1626	\$ 1,867.48	8/13/2025	8/21/2025	8/22/2025	8/25/2025	9/8/2025	18	Yes
GS022-04-D29Ph2	\$ 197,920.00	7/30/2025	8/1/2025	9/12/2025	9/15/2025	9/15/2025	45	No
24117142	\$ 243,204.04	8/7/2025	8/21/2025	8/22/2025	8/25/2025	9/15/2025	25	Yes
597926	\$ 245,546.12	9/2/2025	9/5/2025	9/12/2025	9/12/2025	9/15/2025	10	Yes
468537	\$ 119,608.79	8/29/2025	9/5/2025	9/12/2025	9/12/2025	9/22/2025	17	Yes
225502	\$ 33,417.00	8/25/2025	9/5/2025	9/12/2025	9/15/2025	9/29/2025	24	Yes
252623	\$ 1,631.20	8/25/2025	9/5/2025	9/12/2025	9/15/2025	9/29/2025	24	Yes
1200755502	\$ 63,715.00	9/5/2025	9/5/2025	9/12/2025	9/15/2025	9/29/2025	24	Yes
163095	\$ 16,470.00	6/13/2023	6/22/2023	6/22/2023	6/22/2023	7/10/2023	18	Yes
2503	\$ 59,977.50	6/27/2023	6/28/2023	6/28/2023	6/28/2023	7/10/2023	12	Yes
D36707E9001	\$ 63,932.00	6/28/2023	6/28/2023	6/28/2023	6/28/2023	7/10/2023	12	Yes
2023-17-01	\$ 8,258.77	6/29/2023	6/30/2023	6/30/2023	6/30/2023	7/10/2023	10	Yes
1115.00	\$ 9,487.50	6/30/2023	7/3/2023	7/10/2023	7/11/2023	7/17/2023	14	Yes
A4548	\$ 16,132.09	7/14/2023	7/14/2023	7/18/2023	7/18/2023	7/24/2023	10	Yes
D3670701002	\$ 92,714.00	7/25/2023	7/31/2023	8/7/2023	8/7/2023	8/14/2023	14	Yes
2023-20-01	\$ 8,258.77	8/1/2023	8/1/2023	8/7/2023	8/7/2023	8/14/2023	13	Yes
29964	\$ 6,839.37	8/4/2023	8/9/2023	8/15/2023	8/16/2023	8/21/2023	12	Yes

230348-1	\$ 29,627.00	8/7/2023	8/9/2023	8/15/2023	8/16/2023	8/21/2023	12	Yes
D36707E9002	\$ 63,932.00	8/14/2023	8/14/2023	8/15/2023	8/16/2023	8/21/2023	7	Yes
2023-13-01	\$ 5,056.75	8/15/2023	8/15/2023	8/15/2023	8/16/2023	8/21/2023	6	Yes
223366	\$ 62,770.50	7/31/2023	8/17/2023	9/7/2023	9/8/2023	9/8/2023	22	Yes
79883	\$ 52,973.00	9/7/2023	9/7/2023	9/7/2023	9/8/2023	9/8/2023	1	Yes
230348-2	\$ 23,701.60	9/12/2023	9/15/2023	9/15/2023	9/18/2023	9/19/2023	4	Yes
202317-02	\$ 6,607.01	9/18/2023	9/20/2023	9/26/2023	9/27/2023	9/27/2023	7	Yes
2060109	\$ 21,460.86	6/23/2025	6/26/2025	6/27/2025	6/30/2025	7/14/2025	18	Yes
TP14626	\$ 24,614.06	7/9/2025	7/15/2025	7/24/2025	7/24/2025	8/11/2025	27	Yes
208245	\$ 17,267.03	7/11/2025	7/21/2025	7/24/2025	7/24/2025	8/18/2025	28	Yes
208440	\$ 104,756.77	7/18/2025	7/21/2025	7/24/2025	7/24/2025	8/18/2025	28	Yes
BO501238-IN	\$ 97,172.70	7/25/2025	7/25/2025	8/1/2025	8/4/2025	8/18/2025	24	Yes
GPI1860294	\$ 1,919.12	7/24/2025	7/25/2025	8/1/2025	8/4/2025	8/18/2025	24	Yes
GPI1860293	\$ 536.44	7/24/2025	7/25/2025	8/1/2025	8/4/2025	8/18/2025	24	Yes
W3Y23600-03	\$ 19,509.62	7/30/2025	8/13/2025	8/18/2025	8/22/2025	9/8/2025	26	Yes
GPI1860369	\$ 13,930.00	8/15/2025	8/21/2025	8/22/2025	8/25/2025	9/15/2025	25	Yes
208975	\$ 3,040.47	8/15/2025	8/21/2025	9/19/2025	9/22/2025	9/22/2025	32	No
208994	\$ 4,291.44	8/15/2025	8/21/2025	9/19/2025	9/22/2025	9/22/2025	32	No
157079	\$ 8,041.32	8/25/2025	9/5/2025	9/12/2025	9/15/2025	9/29/2025	24	Yes
156194	\$ 2,378.66	8/21/2025	9/5/2025	9/12/2025	9/15/2025	9/29/2025	24	Yes
GS022-04-WO-01	\$ 5,320.00	6/19/2025	6/20/2025	7/11/2025	7/14/2025	7/28/2025	38	No
GS022-04-WO-01	\$ 8,420.00	6/19/2025	6/20/2025	7/11/2025	7/14/2025	7/28/2025	38	No
185297	\$ 15,927.00	6/13/2025	6/20/2025	7/11/2025	7/14/2025	7/28/2025	38	No
2308	\$ 4,513.00	7/8/2025	7/11/2025	7/11/2025	7/14/2025	8/4/2025	24	Yes
1-22204-1	\$ 6,542.00	7/25/2025	7/25/2025	7/25/2025	7/28/2025	8/18/2025	24	Yes
596723	\$ 30,668.28	8/11/2025	8/13/2025	8/14/2025	8/18/2025	8/25/2025	12	Yes
BI02-02	\$ 1,698.78	8/7/2025	8/13/2025	8/14/2025	8/18/2025	9/8/2025	26	Yes
GS022-04-07-C9	\$ 27,414.45	8/6/2025	8/13/2025	8/14/2025	8/18/2025	9/8/2025	26	Yes
GS022-04-08-C17	\$ 4,747.50	8/6/2025	8/13/2025	8/14/2025	8/18/2025	9/8/2025	26	Yes
14946.01-04	\$ 512.00	8/11/2025	8/13/2025	8/14/2025	8/18/2025	9/8/2025	26	Yes
GS022-04-05-C28	\$ 31,250.40	8/6/2025	8/13/2025	8/14/2025	8/18/2025	9/8/2025	26	Yes
GS022-04-02-C31	\$ 6,642.30	8/6/2025	8/13/2025	8/14/2025	8/18/2025	9/8/2025	26	Yes
GPI1860370	\$ 5,327.50	8/15/2025	8/21/2025	9/19/2025	9/22/2025	9/22/2025	32	No
H2024.01	\$ 29,121.57	7/22/2025	7/22/2025	7/24/2025	7/24/2025	8/18/2025	27	Yes
225366	\$ 19,436.25	6/25/2025	7/23/2025	7/24/2025	7/24/2025	8/4/2025	12	Yes
Goal = 100%								
Achieved = 91%								

Safe Routes To School							
July through September 2025							
<u>Key Number</u>	<u>Local Sponsor</u>	<u>Reimbursement</u>	<u>Date Received</u>	<u>Date Processed</u>	<u>Date Submitted</u>	<u># Days Processed</u>	<u>Success</u>
22037	ISG	33	6/20/2025	6/25/2025	7/1/2025	11	Yes
22922	VRT Canyon County	29	6/23/2025	6/25/2025	7/1/2025	8	Yes
22922	VRT Canyon County	30	6/23/2025	6/25/2025	7/1/2025	8	Yes
22922	VRT Canyon County	31	6/23/2025	6/25/2025	7/1/2025	8	Yes
22041	Bonneville	5	7/7/2025	7/7/2025	7/9/2025	2	Yes
22037	ISG	34	7/21/2025	7/21/2025	7/24/2025	3	Yes
22914	SICOG Pocatello	9	7/30/2025	7/30/2025	8/6/2025	7	Yes
22909	Sandpoint LPOSD	5	8/1/2025	8/6/2025	8/8/2025	7	Yes
21910	VRT Ada County	12	8/14/2025	8/19/2025	8/19/2025	5	Yes
23943	VRT Ada County	1	8/14/2025	8/19/2025	8/19/2025	5	Yes
23943	VRT Ada County	2	8/14/2025	8/20/2025	8/20/2025	6	Yes
22922	VRT Canyon County	32	8/8/2025	8/21/2025	9/2/2025	25	Yes
22922	VRT Canyon County	33	8/11/2025	8/21/2025	9/2/2025	22	Yes
22037	ISG	35	8/15/2025	8/25/2025	9/2/2025	18	Yes
24593	Idaho Walk Bike	5	9/9/2025	9/11/2025	9/11/2025	2	Yes
24593	Idaho Walk Bike	6	9/9/2025	9/11/2025	9/11/2025	2	Yes
24593	Idaho Walk Bike	7	9/9/2025	9/11/2025	9/11/2025	2	Yes
24593	Idaho Walk Bike	8	9/9/2025	9/11/2025	9/11/2025	2	Yes
23943	VRT Ada County	3	9/16/2025	9/17/2025	9/17/2025	1	Yes
23943	VRT Ada County	4	9/16/2025	9/17/2025	9/17/2025	1	Yes
23943	VRT Ada County	5	9/16/2025	9/17/2025	9/17/2025	1	Yes
Goal = 100%							
Achieved = 100%							

Transportation Alternatives Program

July through September 2025

2025 Tap Scheduled Funds	Obligated as of 6/30/25	Percent Obligated	Target	Success
\$7,618,000.00	\$8,675,132.63	113.9%	100%	Yes

Goal = 100%
Achieved = 113.9%



LHTAC COUNCIL STAFF REPORT

December 11, 2025

Agenda Item: Federal-aid Design (Rural, Small Urban, Bridge)

Presenter: Kevin Kuther, P.E.

Overview:

LHTAC staff continues to work on Federal-aid projects for the Rural, Small Urban, Local Bridge, and Off-system Bridge programs. This effort includes supporting Local Highway Jurisdictions as their projects move forward through the conceptual, preliminary, and final design stages including the environmental, right-of-way, geotechnical, and public involvement tasks. In addition, agreement administrators are administering freight, large urban, and FLAP projects on the local system.

The Federal Fiscal Year (FFY) 2025 began October 1, 2025. The Federal government has authorized funding through January 30, 2026. The state has currently not received funding for any programs or indication of what the initial amount available for each program will be. In the past, not all programs received the same percentage of available funding. LHTAC is working to prioritize advertisements of projects scheduled for construction early in the year.

The Design PS&E efficiency measure is to have Plans Specifications and Estimates (PS&E) for all projects scheduled for construction in FY26 to be PS&E delivered by November 15, 2025. The status of the FY25 constructions projects that did not meet this efficiency measure is included in this report.

Rural

FHWA has authorized \$16.3 million for FY26 in the Rural program. Idaho received 0% of OA in this program.

Consultant selection has started for design projects scheduled in FY26 however contracts cannot be authorized until funding is available.

Status of FY25 projects scheduled for construction:

- 19622 Bannock Street, City of Malad
 - This project was awarded to MORENO & NELSON CONSTRUCTION GROUP on 11/10/25. Contractor's bid was \$167,436 under the Engineer Estimate.

LHTAC COUNCIL STAFF REPORT

December 11, 2025

- 20633 Burley Avenue; US30 to Fruitland Ave, City of Buhl
 - This project was advanced from FY26 to utilize FY25 construction funds. This project was awarded to LARIVIERE, INC on 11/13/25. Contractor's bid was \$707,668 under the Engineer Estimate.
- 22434 Old Highway 81 S, Raft River Highway District
 - This project has been advanced to utilize FY25 construction funds. ITD has assigned a bid date of January 13, 2026 for this project.

All Rural funded projects scheduled for FY26 construction met the efficiency measure.

Small Urban/Large Urban (MPO)

FHWA has authorized \$4.9 million for FY26 in the Small Urban program. Idaho has received 0% of OA in this program.

Consultant selection has started for projects scheduled in FY25 however contracts cannot be authorized until funding is available.

Status of FY25 projects scheduled for construction:

- 13443 Snake Rv Ave; Southway Br to 11th Ave, Lewiston
 - Funding has been obligated. Staff is working to submit PS&E package to ITD for advertisement.
- 19955 Chase Rd BNSF RRX 095918N, Post Falls
 - The Urban Balancing Committee and KMPO have delayed the construction funding for this project to PD.
- 22008 Science Center; N Blvd to Holmes, Idaho Falls
 - Project bid date is December 9, 2026.

LHTAC COUNCIL STAFF REPORT

December 11, 2025

Status of FY26 projects scheduled for construction:

- 13905 N 10th Ave ITS & Overlay, City of Caldwell
 - PS&E originally developed in 2022. Project is being updated for resubmittal and advertisement.
- 20535 1st St; Ammon to 45th E Widening, Bonneville County
 - Final design was submitted, and the team is completing Right of Way (R/W) acquisition of 26 parcels.
- 23023 Elm St; Yellowstone To South Blvd, Idaho Falls
 - Design contract delays. Consultant working on Preliminary Design submittal.
- 23330 E Parkway; Barney Dairy Rd To 7th N, City of Rexburg
 - Design progress was delayed because programmed funding was not enough to cover proposed project. The city is working to determine how to proceed. Project construction will need to be delayed.
- 24257 Pendlebury Ln Imprv, Christensen Dr to Alice St, City of Blackfoot
 - Project design is being finalized. Right-of-Way determination slowed project development. Construction is scheduled for late Summer 2026.

Small Urban applications are currently open. The due date is January 8, 2026.

Bridge

FHWA has authorized \$16.35 million for FY26 in the local bridge program and \$6.75M in the off-system bridge program. Idaho received 0% of OA in these programs.

Status of the remaining FY25 projects scheduled for construction:

- 22432 Kilpatrick Bridge, Blaine County
 - The Construction State and Local Agreement is fully executed, and construction funds have been obligated. The project is ready

LHTAC COUNCIL STAFF REPORT

December 11, 2025

for bidding and in the queue for Winter 2026 bidding. Construction is expected to start in late Summer 2026.

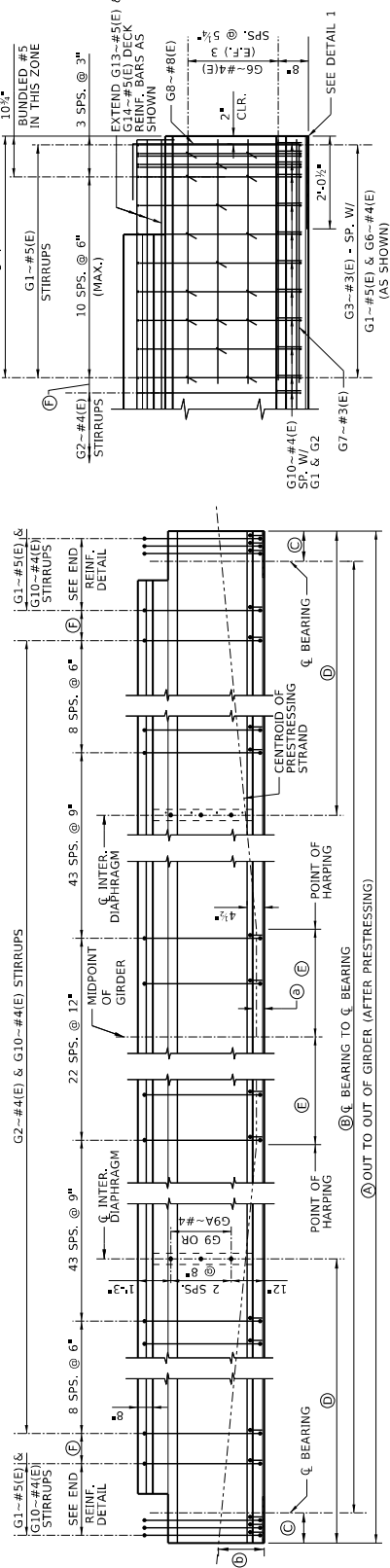
Status of FY26 projects scheduled for construction:

- 19718 Pine Creek Bridge, Shoshone County
 - The project is currently waiting for 2026 construction funding.
- 20243 45th E; Sand Creek Bridge. Bonneville County
 - Final design is complete, and R/W is being acquired.
- 20438 45th E; Willow Creek Bridge
 - Final design is complete, and R/W is being acquired,
- 24339 Ferry Butte Bridge Rehab, Bingham County
 - The consultant is currently developing the Final Design Plans and working on the Environmental Document.
- 24341 South Teton River Bridge, Fremont County
 - Preliminary design is complete, and consultant is working on Environmental Document.
- 22893 North Fork East River Bridge, Bonner County
 - The project consultant completed the Preliminary Design Plans and is currently working on intermediate Final Design in order to complete the Environmental Document.

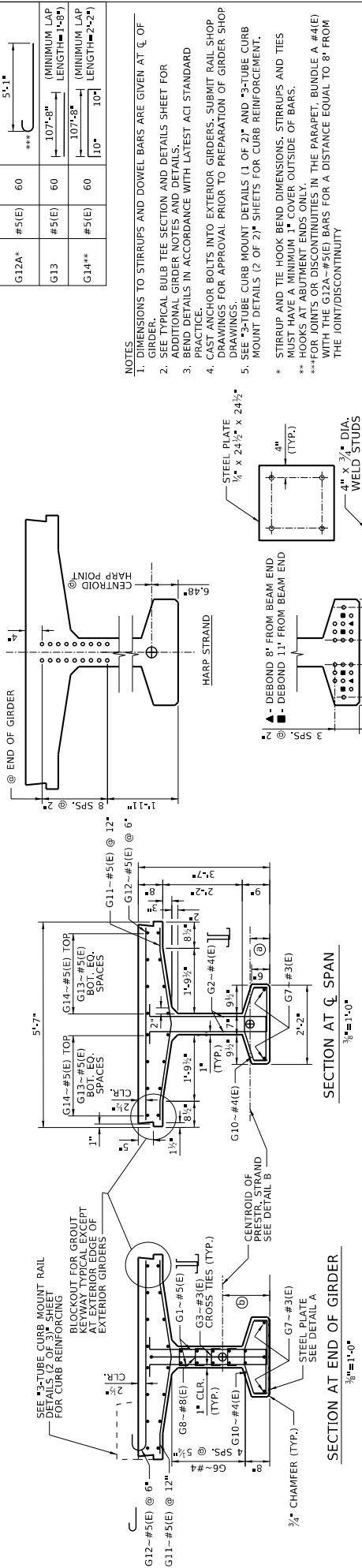
Bridge applications are currently open. The due date is January 22, 2026.

Recommendation: For Council Review

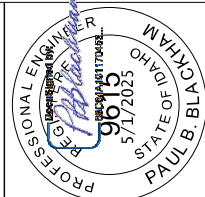
INTERIOR															REINFORCEMENT DIAGRAM								
GIRDERS		PRESTRESS FORCE ~ KIPS		PRESTRESS LOSSES ~ KSI		CONCRETE STRENGTH ~ KSI		GIRDER DIMENSIONS						END DETAIL		CENTROID OF STRAND		MARK	SIZE	GRADE	SKETCH		
NO.	LOCATION	INITIAL BEFORE LOSSES	FINAL AFTER LOSSES	IMMEDIATE LOSSES	FINAL TOTAL LOSSES	AT RELEASE f _{ci}	AT 28 DAYS f _c	(A)	(B)	(C)		(D)		(E)	(F)	(G)							
										LEFT	RIGHT	LEFT	RIGHT	LEFT	RIGHT	GIRDER END MID SPAN							
1.5	EXTERIOR	1846	1431	19.71	45.46	7.000	8.800	106'-0"	104'-8"	8'	8"	35'-6"	35'-6"	10'-6"	5"	B	B	15.48	6.48	G1*	#5(E)	60	
-4	INTERIOR	1846	1433	19.71	45.27	7.000	8.800	106'-0"	104'-8"	8'	8"	35'-6"	35'-6"	10'-6"	5"	B	B	15.48	6.48	G2*	#4(E)	60	

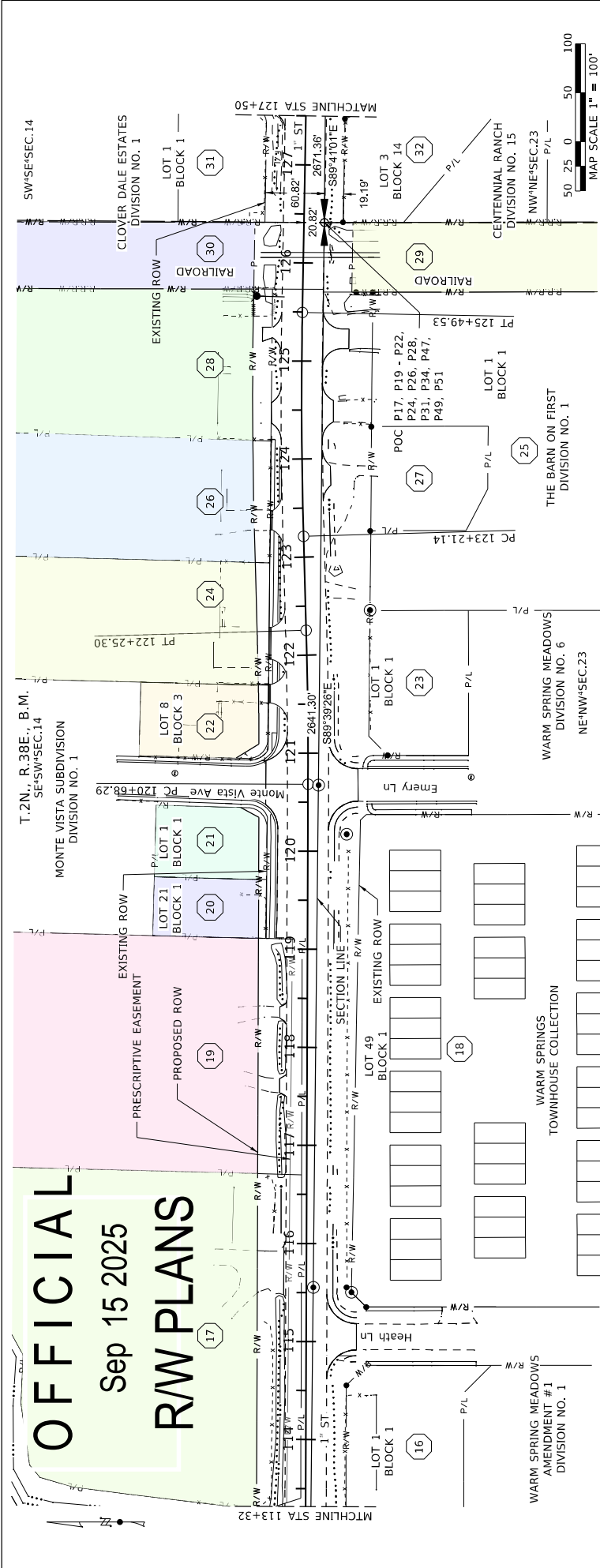


END REINFORCEMENT DETAIL



1. DIMENSIONS TO STIRRUPS AND DOWEL BARS ARE GIVEN AT ¢ OF 1" INTERVALS.
2. SEE TYPICAL BULB TIE SECTION AND DETAILS SHEET FOR ADDITIONAL GIRDER NOTES AND DETAILS.
3. BEND DETAILS IN ACCORDANCE WITH LATEST ACI STANDARD PRACTICE.
4. CAST ANCHOR BOLTS INTO EXTERIOR GIRDERS. SUBMIT RAIL SHOP DRAWINGS FOR APPROVAL PRIOR TO PREPARATION OF GIRDER SHOP DRAWINGS.
5. SEE ¢3-TUBE CURB MOUNT DETAILS (1" OF 21" AND ¢3-TUBE CURB MOUNT DETAILS (2" OF 21" SHEETS FOR CURB REINFORCEMENT).
6. STIRRUP AND TIE HOOK BEND DIMENSIONS, STIRRUPS AND TIES MUST HAVE A MINIMUM 1" COVER OUTSIDE OF BARS.
7. HOOKS AT ABUTMENT ENDS ONLY.
8. HOOKS FOR JOINTS OR DISCONTINUITIES IN THE PARAPET, BUNDLE #4(E) WITH THE G12A-#5(E) BARS FOR A DISTANCE EQUAL TO 8" FROM THE JOINT/DISCONTINUITY.

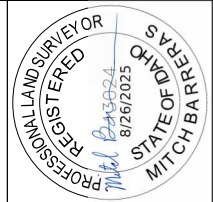
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Parcel No.	Parcel I.D. No.	Record Owner	Total Ownership Assessed Ac.	Right of Way Req'd Ac.	Exist Ac.	Remainder Ac.	Perm. Ac.	Easement Temp. Ac.
16	*	Michael Armstrong	0.430	0.000	0.000	0.430	0.000	0.000
17	RP02N38E146904	Mario Rankin	2.718	0.157	0.192	2.369	0.000	0.000
18	*	Warm Springs Townhomes Owners Assoc. Inc.	2.486	0.000	0.000	2.486	0.000	0.000
19	RP02N38E147020	Brian & Elizabeth Seedall	2.064	0.109	0.138	1.818	0.000	0.000
20	RP044200010210	Daniel Schofield	0.158	0.011	0.000	0.147	0.000	0.000
21	RP044200010010	Leif & Amanda Thompson	0.189	0.014	0.000	0.175	0.000	0.000
22	RP044200030080	Jose & Liza Martinez Juarez	0.223	0.018	0.000	0.205	0.000	0.000
23	*	Blair Revocable Trust	0.339	0.000	0.000	0.339	0.000	0.000
24	RP02N38E146978	Kenny Manwell	1.316	0.036	0.000	1.280	0.000	0.000
25	*	Rad Rentals LLC	2.600	0.000	0.000	2.600	0.000	0.000
26	RP02N38E146981	Larry E Acor	1.325	0.048	0.000	1.277	0.000	0.000
27	*	Deanna & Ralph Ockerman	0.280	0.000	0.000	0.280	0.000	0.000
28	RP02N38E146983	Frank & Sheila Nye	1.543	0.068	0.000	1.475	0.000	0.000
29	RP080000232401	Eastern Idaho Railroad Inc.	8.000	0.000	0.000	8.000	0.047	0.000
30	RP02N38E142401	Eastern Idaho Railroad Inc.	8.150	0.000	0.000	8.150	0.111	0.000
31	*	John & Nina Haris	0.244	0.000	0.000	0.244	0.000	0.000
32	*	Nell & Sandra Cardon Living Trust	0.385	0.000	0.000	0.385	0.000	0.000

- NOTES:
1. ALL HORIZONTAL COORDINATE DATA SHOWN IS BASED UPON MODIFIED AD83 IDAHO STATE PLANE EAST ZONE 1101 OBTAINED FROM REDUNDANT RTK GNSS TIES USING "TURN" NETWORK ON POINT 100. REDUNDANT RTK GNSS TIES WERE USED TO TIE POINTS 101-120.
 2. GRID TO GROUND SCALE FACTOR IS 1.0002738110 COMPUTED FROM PROJECT POINT 100.
 3. TOTAL OWNERSHIP AREAS SHOWN REPRESENT THE AREAS WITHIN THE SECTION ABUTTING THE ROADWAY AS DETERMINED FROM ASSESSORS'S FIELD DATA SHEET AND REPORTS. THE OWNERSHIP PARCELS WERE NOT SURVEYED AND SAID AREAS ARE APPROXIMATE. REMAINDER AREAS WERE CALCULATED BY DEDUCTING ANY ACQUISITIONS AND ARE ALSO APPROXIMATE.
 4. * INFORMATION ONLY

NO		DATE		BY	DESCRIPTION	DESIGNED	G. STIMPSON	SCALE SHOWN	AS SHOWN	PRINTS ONLY	DESIGN CHECKED	B. BINGHAM	PROJECT NO.	A020(535)	TOTAL OWNERSHIP MAP	ENGLISH	COUNTY	BONNEVILLE	KEY NUMBER	20535	SHEET	3	OF	15	
												IDaho TRANSPORTATION DEPARTMENT		1ST ST; AMMON TO 45TH E WIDENING, BONNEVILLE CO STA 113+32 TO STA 127+50											
												CIVIL SCIENCE													
												YOUR Safety-YOUR Mobility-YOUR Economic Opportunity													
												DRAWING DATE: 26-AUG-2025													



LHTAC COUNCIL STAFF REPORT



December 11, 2025

Agenda Item: **Federal-aid Construction**

Presenter: **Megan Kautz, P.E.**

Overview:

This agenda item for the LHTAC Construction section will provide an overview of recent activities.

 Bridge Program  Rural Program  Urban Program  Safety Program  Freight Funding

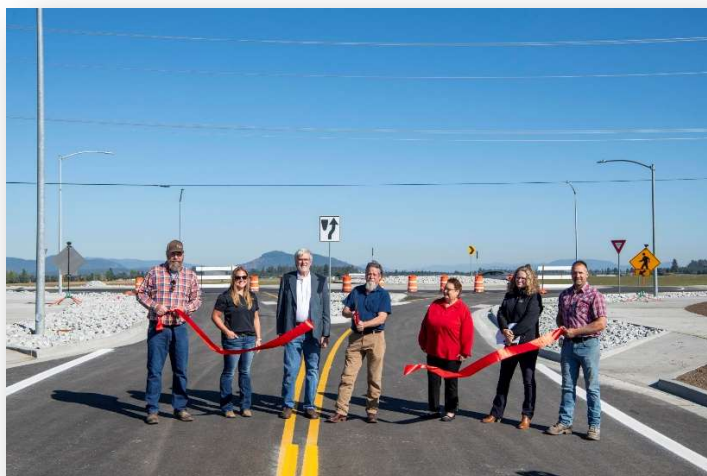
Project Completed in the Last Quarter

12310 Ramsey Road – City of Hayden

Before



After



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18807 River St; Walnut to Galena– City of Hailey

Before



After



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19292 Main Street / Silver Valley Road Bridge – City of Pinehurst

Before



After



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19566 Fun Farm Bridge – Fremont County

Before



After



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20207 Rapid Lightning Creek Bridge #5 – Bonner County

Before



After



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20461 Int 5th & Holmes Signal – Idaho Falls

Before



After



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22402 Public Avenue Corridor Safety Improvements – City of Moscow

Before



After



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22875 Lancaster and Huetter Roundabout – Lakes Highway District

Before



After



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23285 Greensferry Guardrail – Worley Highway District

Before



After








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Projects Currently Under Construction






Resident Engineer: Jayme Coonce

-  **20633 Burley Ave** - City of Buhl (0%)
-  **21981 Simco Road** – Mountain Home Highway District (55%)
-  **23886 3200 N Safety Improvements** – Murtaugh Highway District (0%)

Resident Engineer: Megan Kautz

-  **19129 Cove Road Bridge** – Washington County (20%)
-  **20039 W Fork Pine Creek** – Shoshone County (80%)

Resident Engineer: Matt Koster

-  **12098 Center Street Railroad Underpass** – City of Pocatello (15%)
-  **14058 A2 Highway** – Clark County (95%)
-  **19622/23901 Bannock Street/Malad City Sidewalks** – City of Malad (0%)
-  **21983 N 500 W** – Teton County (95%)
-  **21984 Moody Road Bridge** – Madison County (60%)

Resident Engineer: Kevin Kuther

-  **23286 Stop Control Safety Improvements** – Bonner County (0%)

Partnering

- ITD/FHWA Bi-Monthly Meeting
- ITD/AGC 18 Month Project Forecasting Meeting
- ACEC/LHTAC Committee Meeting
- LHTAC Funding Workshops

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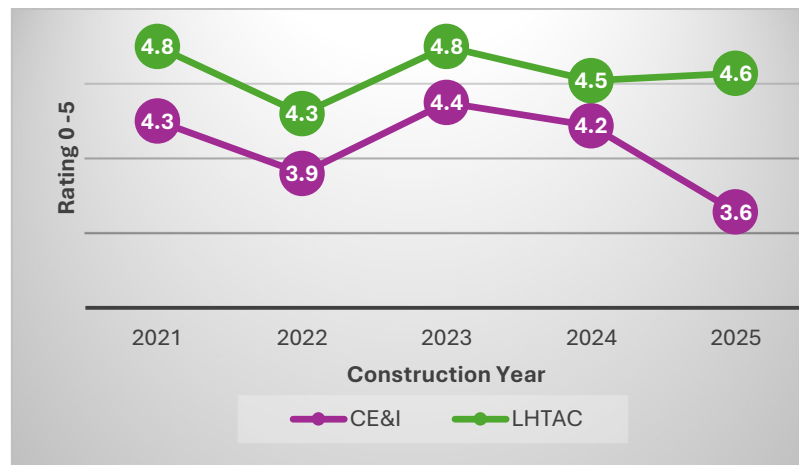
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- LILB CE&I Consultant Workshop
- Local Roads Convention
- ITD Specification Change Committee
- ITD Buy America Presentation
- Ohio BABA Presentation
- ITD DCOM Meeting
- Idaho QBS Facilitator Committee Meeting
- ITD Scour Committee Meetings
- ITD Materials Engineer Meeting
- TAG Meeting

Construction Survey Update

3 contractor surveys sent this quarter, 3 received back.

- 2025 Overall Rating Out of 5
 - CE&I – 3.6
 - LHTAC – 4.6
- Five Year Average
 - CE&I – 4.1
 - LHTAC – 4.6



- LHTAC was a great client. The only criticism I have to offer is the timeliness of the first and the fifth pay estimates. Likely Hamilton had some culpability there as well, but that part was a bit chunky. Apart from the timeliness of those two payments, LHTAC was proactive, transparent, and fair client that empowered (or seemed to empower by

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all outward appearances) Keller Associates to act on behalf of LHTAC. Having a CE&I wedged in between the contractor and the client is generally not viewed as being positive from a contractor's perspective. The third-party CE&I is generally seems inclined to protect the client's interest by shutting down difficult conversations rather than taking them head on with a project first mentality. In this case, the relationship was very smooth, and it was clear from the beginning that LHTAC had empowered Keller with the authority to make timely decisions that were in the best interest of the project thereby mitigating issues rather than exacerbating them.

- Megan Kautz knows her stuff! She is always available and uses the specifications and contract to get the best product for the owner. She makes fair and prompt decisions, which aided in completing the Beck Road Contract ahead of schedule. Megan was always timely in her decisions and fair to all sides when contract decisions were required. We look forward to more LHTACT projects as we believe that we have provided a quality product while being guided by great leadership and teamwork.
- Working with LHTAC was a positive experience. Whenever urgent needs arose, they responded promptly and took action. Meetings and site walks were productive and collaborative—issues were openly discussed, and solutions or changes were proposed with ease. Their understanding and flexibility made it much easier to navigate challenges and keep the project moving forward. We only ran into a few payment issues that we easily worked through.
- Fortunately, the majority of the project went great. When it was time for Megan to get involved she was there when we needed her. She has or will have the answers to all of my questions and concerns whether I like them or not. Clear communication is not a problem with her.
- Jayme was professional and her involvement in the project was not too little nor too much. Change orders and subcontracts were processed in a timely manner. Pay estimates were processed on time early on in the project. Later pay estimates were delayed due to the amount of paperwork needed and the fact that we had to provide certified payroll for the last week of work in an estimate by the next Monday which is not possible due to payroll not being processed until the following Friday. Jayme was also readily available for conversation.
- LHTAC was easy to work.
- Megan had to play babysitter on this project. 2 semi-adult men did not communicat[e] on the project and when the time arrived for mediation

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and coddling she stuck her head right in. The project was made difficult by 2 know it all men. Megan handled the drama like a champ. No complaints for the LHTAC team.

- Jayme was an invaluable team member attending weekly meetings and timely answering of phone calls and emails to achieve a successful and timely project completion. LHTAC staff did a great job supporting the project.

Projects of Note:

22638 Cherrylane Bridge – The decision on the acceleration claim was fully denied by the Chief Engineer for decision. The Contractor has made notification that they intend to file a lawsuit for these costs.

Leading Idaho involvement continues and appropriate level of LHTAC staff involvement is being fine-tuned. Currently there are 61 projects at varying stages of construction, each assigned to Matt, Jayme, or Megan.

Conclusion

The construction team is working through recently completed project closeouts and kicking off start up activities on coming season work. Over the next quarter, we will be busy bringing Consultants on board and starting pre-project coordination efforts with Contractors.

Recommendation: For Council Review



LHTAC COUNCIL STAFF REPORT

December 11, 2025

Agenda Item: **Local Highway Safety Improvement Program (LHSIP)**

Presenter: **Brian Wright, P.E.**

Overview:

FY25 LHSIP PS&E Projects

Staff is working to submit projects and award construction. The following LHSIP projects with FY25 funding are anticipated for construction in 2026:

KEY #	PROJECT NAME & SPONSOR	STATUS
23282	Curve & Rdwy Safety Imprv Benewah County	Award Pending
23291	Woodland Rd Safety Imprv Idaho County	Award Pending
23888	Morgan Creek Rd Safety Imprv Custer County	Bids Open Dec 2, 2025
22883 23298	Pedestrian Crossings, Pocatello Flandro Drive Safety Imprv, Pocatello	Bids Open Dec 16, 2025
24346	INT 7 th South & Center St Signal City of Rexburg	Bids Open Dec 16, 2025

FY26 LHSIP PS&E Projects

Plans, Specifications, and Estimates (PS&E), which will utilize Obligation Authority (OA) for FY26 LHSIP projects are being prepared for obligation and submittal to ITD for bidding. The recent historically long Government shutdown has prevented any OA from being released. Staff continues working hard to get projects prepared for submittal.

The following table provides status of Project Development (Design) for LHSIP projects that have construction funding in FY26:

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KEY #	PROJECT NAME & SPONSOR	STATUS
23295	Birch Creek Road Safety Imprv Oakley HD	PS&E Submitted, Pending OA
24342	Old Spiral Highway Guardrail, PH 1, Nez Perce County	PS&E Submitted, Pending SLA CN
24343	River Road Guardrail Improvements, Bliss HD	PS&E Submitted, Pending SLA CN
24345	Centerline Rumble Strip Safety Imprv, Oneida County RAB	PS&E Submitted, Pending SLA CN
23881	Gun Club Rd; Lapwai Rd to Stewart Ave Nez Perce County	PS&E being prepared
23889	5 th E (Holmes) & 49 th South Signal Bonneville County	Final Design and ROW
23299	Meridian Rd Safety Improvements City of Blackfoot	Final Design and ROW
23880	Spirit Lake Cutoff Curves Bonner County	Final Design and ROW
23883	2 nd St S Safety Improvements City of Nampa	Final Design
23301	E 500 N Road Safety Improvements Fremont County	Preliminary Design
24610	Northern Intersection Imprv (GS) Jerome Highway District	Project Development, Group Sign

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FY26 LHSIP Design Projects

The projects listed below are in Project Development. State and Local Design Agreements have been initiated or design is underway. This table provides the status for each project:

KEY #	PROJECT NAME & SPONSOR	STATUS
24607	8 th St Safety Improvements City of Lewiston	Consultant Negotiations
24608	Anderson Dam Rd Safety Imprv Mountain Home HD	Preliminary Design Started
24609	Warren Wagon Rd Guardrail Imprv Valley County	Preliminary Design Started
24611	2 nd E Safety Imprv, PH 2 City of Rexburg	Consultant Contract Pending
24612	Beesly Rd & 5000 E Safety Imprv Madison County	Consultant Selection Started
24614	INT S Bridge/Yellowstone Hwy/6 th S City of St Anthony	Consultant Selection Started
24610	North Section Int Imprv (GS) Jerome HD	Design Funds FY26
25044	Tammany Creek Rd Safety Imprv Nez Perce County	Consultant Selection Pending
25042	Bobbitt Bench Rd Guardrail Clearwater County	SLA for Design Sent to Sponsor
25045	Marketplace Blvd RSA City of Nampa	SLA for Design Sent to Sponsor
25046	Pedestrian Paths Safety Imprv City of McCall	SLA for Design Sent to Sponsor
25048	Trail Creek Road Safety Imprv Blaine County	SLA for Design Sent to Sponsor
25054	Bryden Canyon Rd Safety Imprv City of Lewiston	SLA for Design Sent to Sponsor
25064	Seven Mile Curve Safety Imprv (GS) Jerome Highway District	SLA for Design Sent to Sponsor



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LHSIP projects are programmed over three (3) years to account for funding (OA) and environmental clearance delays that can negatively impact the project delivery schedule.

Recommendation: For Council Review

Agenda Item: **Children Pedestrian Safety and Transportation Alternatives**

Presenter: **Ken Kanownik**

Overview:

Children Pedestrian Safety

2022 Projects:

All forty-five projects are complete. There are only few projects where staff is collecting close-out forms.

2023 Projects:

Thirty-one of the thirty-two projects (97%) that received funding in 2023 are complete. There was a mistake in last month's reporting. The City of Wilder was reported as complete, there was an incorrect accounting of the project and this project will go to construction in 2026.

2024 Projects:

Twenty-four of the forty-seven projects (51%) are complete with the remaining twenty-three projects at various levels of construction. Many projects are substantially complete going through punch-list items, waiting on delivery of various signs or striping to be installed with fair weather or in the spring.

The process of paying contractors directly has worked well. Local agencies have been pro-active in making sure their pay application submissions are correct on the first submittal and staff is processing payments quickly. Typical pay applications turnaround is two weeks from when LHTAC receives the pay-application to a check being mailed to the contractor. As of December 1, 2025, approximately \$6.6 million has been paid out of the \$10 million American Rescue Plan Act Funds.

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Since the program creation 2018, 134 projects have been completed across the state.

Children Pedestrian Program - All Project Status			
Funding Year	Completed	Construction	Development
2018	15		
2019	11		
2021	8		
2022	45		
2023	31		1
2024	24	23	
Totals	134	23	1

City of Elk River, Speed Sign installation



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City of Elk River Speed Sign Installation



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City of Clark Fork

Main Street Sidewalk Extension – Before and After Photos



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Transportation Alternatives Program

The Transportation Alternatives Program (TAP) has seen noticeable progress on project delivery as outlined in the infrastructure project delivery summary. This includes advancing projects from FFY2026 to FFY2025 to obligate the additional funding that became available with redistribution at the end of FFY 2025.

Staff has gained approval from the Idaho Transportation Department to develop standardized front-end bidding documents for the program. This is intended to provide consistency across the program and have all projects be presented the same to contractors regardless of which jurisdiction is advertising the projects. TAP is a Federal-aid program that has the local sponsor advertise the projects for construction rather than go through ITD.

Transportation Alternatives Project Delivery Summary			
Project Kick-off and Obligations			
Funding Year	Projects in Design	Projects In Construction	Completed Projects
FFY 2023	3	0	16
FFY 2024	3	1	11
FFY 2025	7	7	3
Upcoming Projects			
	Design	Construction	
FFY 2026	6	14	

Recently Completed TAP Projects:

City of Orofino - Before



City of Orofino - After



City of Cambridge - Before



City of Cambridge – After



Recommendation: For Council Review

Roberts Elementary School Rd



Roberts Elementary School Road before construction



Roberts Elementary School Road after construction



LHTAC COUNCIL STAFF REPORT

December 11, 2025

Agenda Item: **Leading Idaho Local Bridge**

Presenter: **Ken Kanownik**

Overview:

As of November 15, 2025, 87 bridges are complete (up 12 since last reporting), 52 are in construction, and 97 are in design. There are 236 funded projects. The program has paid out \$175 million as of the same date. These are payments for design services, construction, construction engineering, right-of-way acquisition, utilities and final inspections. The 52 projects in construction have a total contract value of \$94 million.

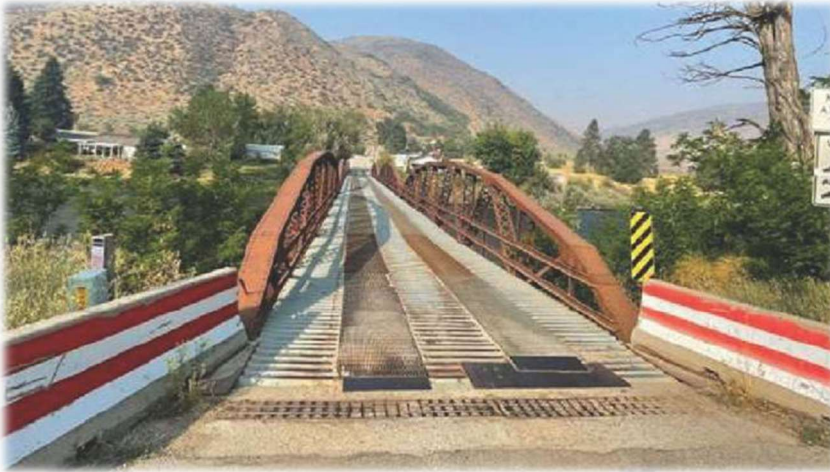
As of December 1, 2025, completed projects are averaging 129% of the planning level estimates (estimate when approved for funding). This quarter of bidding had bids coming in more consistent than the previous quarter. Six packages consisting of six separate projects have gone out in the last quarter. The range of bids to engineer's estimates have been 55% to 92% (last quarter was 54% to 142%). No low bids came in over engineer's estimate, and all six low bids came in under engineer estimate. A summary of the aggregate bids is below:

Last Three-Month Bidding Summary			
	Sept-25	Oct-25	Nov-25
Agg. Low Bids	\$5,083,928	\$2,424,837	\$880,264
Agg. Eng. Estimate	\$7,052,838	\$3,646,601	\$1,230,406
Percent Eng. Estimate	72%	66%	71%

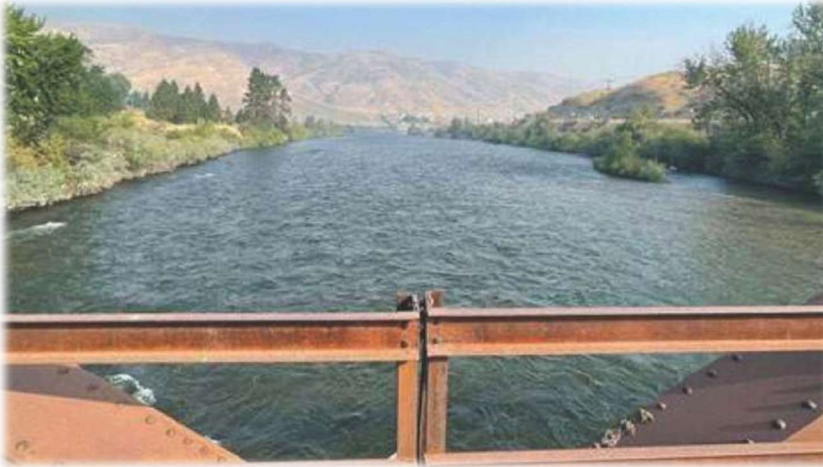
Staff conducted a Request for Proposals for Bridge Key 26700, Brownlee Rd over the Payette River (Gardena Bridge) to award the design of the replacement bridge. This bridge went through a different selection process than all other program projects due to the extensive connection to Idaho State Highway 55 and a final alignment has not been selected due to uncertainty to the final costs of the project due to retaining walls and earthwork depending on the final alignment of the project. Five proposals were submitted with J-U-B Engineers being selected. This wraps-up the assignments of design work for the 236 funded bridges. This project currently has an obligation of \$30 million for design, construction and contingency in the program. Council has yet to approve final funding for construction. Staff will present the construction

budget for this project as it approaches final design with a more certain outlook on the construction costs.

Gardena Bridge



Span over the Payette River



Provided for Council review is a list of completed projects, projects in construction and the program “bingo” chart that provides a visual of the status of all projects in the program.

Recommendation: For Council Review

Leading Idaho Local Bridge Program Project Status 11/10/2025

2022 Applications														
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
31	32	33	34	35	36	37	38	39	40	41	42	43	44	45
46	47	48	49	50	51	52	53	54	55	56	57	58	59	60
61	62	63	64	65	66	67	68	69	70	71	72	73	74	75
76	77	78	79	80	81	82	83	84	85	86	87	88	89	90
91	92	93	94	95	96	97	98	99	100	101	102	103	104	105
106	107	108	109	110	111	112	113	114	115	116	117	118	119	120
121	122	123	124	125	126	127	128	129	130	131	132	133	134	135
136	137	138	139	140	141	142	143	144	145	146	147	148	149	150
151	152	153	154	155	156	157	158	159	160	161	162	163	164	165
166	167	168	169	170	171	172	173	174	175	176	177	178	179	180
181	182	183	184	185	186	187	188	189	190	191	192	193	194	195
196	197	198	199	200	201	202	203	204	205	206	207	208	209	210
211	212	213	214	215	216	217	218	219	220	221				
2025 Applications														
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
31	32	33	34	35	36	37	38	39	40	41	42	43	44	45
46	47	48	49	50	51	52	53	54	55	56	57	58	59	60
61	62	63	64	65	66	67	68	69	70	71	72	73	74	75
76	77	78	79	80	81	82	83	84	85	86	87	88	89	90
91	92	93	94	95	96	97	98							
	Unfunded													
	COMPLETE/Posting Removed													
	Funded through Federal-aid													
	Design/Analysis Phase													
	Construction Phase													

Leading Idaho Local Bridge Program

Completed Projects

November 10, 2025

Rank	County	Jurisdiction	Status	Bridge KN	Carries	Crosses Over	Category	Round	ITD District	Estimated Cost	Updated
1	Blaine	Blaine County	Complete	23790	MULDOON CANYON RD	LITTLE WOOD RIVER	Replace	2	4	\$800,000	7/1/2025
3	Bonneville	City of Swan Valley	Complete	31052	COMMISSARY ROAD	RAINEY CREEK	Replace	1	6	\$700,000	9/1/2023
4	Bonneville	City of Swan Valley	Complete	31054	RANGER STATION RD	RAINEY CREEK	Replace	1	6	\$800,000	9/1/2023
5	Jerome	Jerome HD	Complete	24540	50 NORTH ROAD	L' CANAL	Replace	1	4	\$800,000	5/1/2024
6	Canyon	City of Caldwell	Complete	26795	ROSE GARDEN RD	NOTUS CANAL	Closure	1	3	\$100,000	5/1/2024
7	Gooding	Gooding HD	Complete	24475	2100 EAST ROAD	S. GOODING MAIN CANAL	Replace	2	4	\$773,000	11/5/2024
8	Shoshone	Shoshone County	Complete	30800	S5765;SILVR VALLEY	MOON GULCH	Replace	1	1	\$1,300,000	11/5/2024
9	Jerome	Jerome HD	Complete	24603	600 NORTH ROAD	R' CANAL	Replace	1	4	\$800,000	5/1/2024
12	Gooding	Gooding HD	Complete	24485	2100 EAST ROAD	LITTLE WOOD RIVER	Replace	2	4	\$946,000	11/5/2024
14	Benewah	Benewah County	Complete	20325	STC5703;SANDERS RD	SMITH CREEK	Replace	1	1	\$800,000	1/1/2024
15	Benewah	Benewah County	Complete	20330	STC5703;SANDERS RD	HANGMAN CREEK	Replace	1	1	\$800,000	4/5/2024
16	Latah	North Latah County HD	Complete	29680	STC 7904;LENVILLE	S.FK.PALOUSE RIVER	Replace	1	2	\$850,000	4/4/2024
17	Shoshone	Shoshone County	Complete	30992	POTLATCH ROAD	ELK CREEK TRESTLE	Replace	2	1	\$2,069,000	6/27/2024
18	Bonner	Bonner County	Complete	30130	GROUSE CK; NF 280	GROUSE CREEK	Replace	1	1	\$1,100,000	10/27/2023
19	Clark	Clark County	Complete	31585	DIVERSION ROAD	CAMAS CREEK	Replace	2	6	\$775,000	9/12/2025
22	Shoshone	City of Mullan	Complete	30735	FIFTH STREET	S.FK.COEUR D'ALENE RIVER	Replace	2	1	\$1,112,000	10/28/2025
23	Shoshone	Shoshone County	Complete	20415	STC 5711;MOON PASS	BULLION CREEK	Replace	1	1	\$800,000	10/28/2025
24	Latah	North Latah County HD	Complete	29705	SMA7614;MTN VIEW	PARADISE CREEK	Replace	2	2	\$929,000	5/1/2024
26	Lincoln	Shoshone HD	Complete	25025	850 WEST ROAD	MILNER GOODING CANAL	Replace	1	4	\$800,000	5/1/2024
27	Idaho	Union Independent HD	Complete	29190	LONGHAUL ROAD	LONGHAUL CREEK	Replace	1	2	\$850,000	5/1/2025
28	Madison	Madison County	Complete	32795	STC 6785;DIGGER DR	TETON ISLAND CANAL	Replace	1	6	\$1,100,000	9/1/2025
29	Idaho	Fenn HD	Complete	29225	DENVER ROAD	SHEBANG CREEK	Replace	1	2	\$800,000	4/11/2024
30	Shoshone	Shoshone County	Complete	30715	COUNTRY CLUB ROAD	BIG CREEK;NW.OSBURN BR	Replace	1	1	\$1,000,000	6/27/2024
31	Adams	Adams County	Complete	20035	S3890;W INDIAN VLY	GRAYS CREEK	Replace	2	3	\$1,117,000	5/1/2024
32	Bonneville	Bonneville County	Complete	31060	129TH SOUTH ROAD	IDAHO CANAL	Replace	1	6	\$900,000	7/11/2025
33	Washington	Washington County	Complete	20030	STC 3879;BURTON LN	CREEK;SLOUGH	Replace	3	3	\$1,000,000	5/1/2024
35	Latah	North Latah County HD	Complete	29445	MICA MTN. ROAD	WIRR(NW DEARY OP)	Construction Ready	1	2	\$500,000	9/1/2023
36	Gooding	Gooding HD	Complete	24300	1550 EAST ROAD	DRY CREEK	Replace	2	4	\$1,700,000	5/1/2025
37	Camas	Camas County	Complete	23855	MORMON ROAD	W.FK.SOLDIER CREEK	Construction Ready	1	4	\$450,000	3/1/2023
38	Shoshone	Shoshone County	Complete	30760	ELK CREEK ROAD	MOON GULCH	Remove	2	1	\$500,000	10/25/2025
39	Latah	South Latah HD	Complete	29505	CAMPBELL LOOP	LITTLE POTLATCH CR	Replace	1	2	\$700,000	4/11/2024
40	Lincoln	Richfield HD	Complete	24945	1220 NORTH ROAD	EAST MAIN CANAL	Replace	1	4	\$700,000	5/1/2024
41	Clark	City of Dubois	Complete	31575	2ND SOUTH ST	BEAVER CREEK	Replace	2	6	\$938,000	5/1/2025
42	Blaine	Blaine County	Complete	23785	LTL WOOD RES. ROAD	MULDOON CREEK	Replace	2	4	\$943,000	7/11/2025
43	Custer	Lost River HD	Complete	31745	OLD CHILLI RD	BIG LOST RIVER	Construction Ready	1	6	\$750,000	9/1/2023
45	Washington	Washington County	Complete	28915	RIVER ROAD	DIXIE CREEK	Replace	2	3	\$1,542,000	5/1/2024
47	Madison	Madison County	Complete	32875	N 1700 E (S TETON)	TETON ISLAND CANAL	Replace	1	6	\$700,000	9/1/2025
48	Adams	Adams County	Complete	26565	WILDHORSE ROAD	WILDHORSE RIVER	Replace	2	3	\$905,000	9/12/2025
49	Power	Power County HD	Complete	23530	KING LANE	WARM SPRING CREEK	Replace	1	5	\$850,000	9/12/2025
52	Bonneville	City of Ammon	Complete	21585	SMA 7406;17TH ST	SAND CREEK	Replace	3	6	\$4,450,000	9/1/2025
53	Twin Falls	Twin Falls HD	Complete	19455	STC2739;3800 E. RD	LATERAL 10	Replace	3	4	\$1,100,000	7/11/2025
54	Bonneville	Bonneville County	Complete	31170	W 33RD S	GREAT WESTERN CANAL	Replace	1	6	\$800,000	7/11/2025
55	Lincoln	Richfield HD	Complete	25015	1120 NORTH ROAD	STRATTON CANAL	Replace	3	4	\$1,050,000	5/1/2025
58	Fremont	Fremont County	Complete	32245	US 20 FRONTAGE RD	FALL RIVER OVERFLOW	Replace	1	6	\$800,000	7/11/2025
59	Gooding	Gooding HD	Complete	24450	1400 SOUTH ROAD	CANAL	Replace	1	4	\$700,000	5/1/2024
60	Bonner	Independent HD	Complete	33575	NORTHWEST PASSAGE	SKI TRAIL	Replace	1	1	\$1,200,000	9/1/2023

Leading Idaho Local Bridge Program

Completed Projects
November 10, 2025

Rank	County	Jurisdiction	Status	Bridge KN	Carries	Crosses Over	Category	Round	ITD District	Estimated Cost	Updated
62	Bonneville	Bonneville County	Complete	20890	STC 6731;55TH EAST	HARRISON CANAL	Replace	1	6	\$1,200,000	12/14/2023
63	Canyon	City of Nampa	Complete	27745	14TH AVE N.	INDIAN CREEK	Replace	3	3	\$1,450,000	5/1/2025
64	Twin Falls	Buhl HD	Complete	25585	1050 EAST ROAD	HIGH LINE CANAL	Replace	3	4	\$1,050,000	11/5/2024
66	Canyon	Golden Gate HD	Complete	26825	STC3790;ALLENDAL	LOW LINE CANAL	Replace	1	3	\$650,000	9/1/2023
68	Bingham	Bingham County	Complete	22450	COUNTRY CLUB;1400N	LITTLE SAND CREEK	Replace	4	5	\$1,400,000	11/5/2024
69	Shoshone	Shoshone County	Complete	30830	LOWER GEM HILL RD	CANYON CREEK;GEM BR	Construction Ready	1	1	\$500,000	9/1/2023
70	Lincoln	Shoshone HD	Complete	24950	650 WEST ROAD	MILNER GOODING CANAL	Replace	1	4	\$700,000	5/1/2024
71	Idaho	Union Independent HD	Complete	29170	LONGHAUL ROAD	LONGHAUL CREEK	Replace	1	2	\$800,000	5/1/2025
72	Payette	Payette County	Complete	28450	KILLEBREW DRIVE	LOWER PAYETTE DITCH	Replace	1	3	\$850,000	5/1/2024
75	Lincoln	Richfield HD	Complete	25080	920 NORTH ROAD	STRATTON CANAL	Replace	1	4	\$700,000	5/1/2024
78	Clark	Clark County	Complete	31555	GRAVY RIDGE ROAD	CAMAS CREEK	Replace	2	6	\$1,172,000	5/1/2025
80	Gooding	Gooding HD	Complete	24415	2000 EAST ROAD	S.GOODING MAIN CANAL	Replace	1	4	\$800,000	11/5/2024
81	Lincoln	Dietrich HD	Complete	24975	750 EAST ROAD	DIETRICH CANAL	Replace	3	4	\$900,000	7/11/2025
84	Latah	South Latah HD	Complete	29665	STC 4811;LENVILLE	LITTLE POTLATCH CREEK	Replace	4	2	\$1,500,000	9/1/2025
85	Bonneville	Bonneville County	Complete	31205	W 49 S	GREAT WESTERN CANAL	Replace	4	6	\$1,600,000	7/11/2025
86	Bonneville	City of Idaho Falls	Complete	31330	EMERSON ST.	BUTTE ARM CANAL	Replace	3	6	\$1,650,000	5/1/2025
96	Idaho	Fenn HD	Complete	29195	MCDONALD ROAD	SHEBANG CREEK	Replace	3	2	\$1,050,000	9/1/2025
99	Bonner	Bonner County	Complete	20645	S5786;COLBURN CULV	GROUSE CREEK	Replace	4	1	\$950,000	10/28/2025
107	Bingham	Bingham County	Complete	22455	S. FIRTH ROAD	RESERVATION CANAL	Replace	3	5	\$1,450,000	5/1/2024
115	Fremont	Fremont County	Complete	32040	N 1600 E	ST ANTHONY CANAL	Replace	4	6	\$850,000	11/5/2024
116	Jerome	Hillsdale HD	Complete	24605	990 SOUTH ROAD	'C' CANAL	Replace	3	4	\$750,000	7/1/2025
117	Bingham	Bingham County	Complete	22380	W 200 S; HAHN RD	PEOPLES CANAL	Replace	4	5	\$1,400,000	5/1/2025
119	Fremont	Fremont County	Complete	31850	N 2700 E	CROSSCUT CANAL	Replace	4	6	\$1,400,000	11/5/2024
120	Jerome	Hillsdale HD	Complete	19475	STC2744;1900 E. RD	'C' CANAL	Replace	3	4	\$750,000	7/11/2025
121	Jefferson	Jefferson County	Complete	32475	2350 NORTH	CAMAS CREEK	Replace	4	6	\$1,350,000	9/1/2023
122	Bingham	Bingham County	Complete	22405	400 NORTH ROAD	CORBETT SLOUGH CANAL	Replace	4	5	\$1,300,000	11/5/2024
123	Boundary	Boundary County	Complete	30280	DEER CREEK ROAD	SKIN CREEK	Construction Ready	1	1	\$700,000	11/1/2023
128	Fremont	Fremont County	Complete	31895	HOG HOLLOW;E 500 N	TWIN GROVES CANAL	Replace	4	6	\$1,150,000	7/11/2025
152	Owyhee	Owyhee County	Complete	28298	SALMON CREEK RD	REYNOLDS CREEK	Replace	5	3	\$1,100,000	10/1/2025
153	Idaho	Idaho County	Complete	29260	CROOKED RIVER ROAD	CROOKED RIVER	Repair	1	2	\$100,000	9/1/2023
167	Teton	Teton County	Complete	36110	S 2000 E	DARBY CREEK	Repair	1	6	\$100,000	9/1/2025
169	Fremont	Fremont County	Complete	31870	N 2300 E	ST. ANTHONY CANAL	Testing	1	6	\$1,000	9/1/2023
186	Blaine	Blaine County	Complete	23770	NORTH PICABO ROAD	SILVER CREEK;N.PICABO B	Repair	1	4	\$100,000	6/1/2025
195	Canyon	Golden Gate HD	Complete	26950	TUCKER ROAD	DIXIE SLOUGH	Testing	1	3	\$1,000	9/1/2023
200	Blaine	City of Ketchum	Complete	19560	STC2815;WARM SPRNG	BIG WOOD RIVER	Testing	1	4	\$1,000	9/1/2023
203	Bingham	Bingham County	Complete	23060	SCOTT RD; W 100 S	Aberdeen Springfield Canal	Repair	4	5	\$215,000	9/1/2023
210	Boundary	Boundary County	Complete	30295	YUKON ROAD	MISSION CREEK;KELLOGG BR	Repair	1	1	\$4,000	9/1/2023
212	Lemhi	Lemhi County	Complete	32665	IRON CREEK ROAD	SALMON RIVER;IRON CK BR	Testing	1	6	\$1,000	9/1/2023
216	Clearwater	City of Orofino	Complete	28990	STC 4786;JOHNSON	OROFINO CREEK	Testing	1	2	\$1,000	9/1/2023

Leading Idaho Local Bridge Program

Project in Construction

November 10, 2025

Rank	County	Jurisdiction	Status	Bridge KN	Carries	Crosses Over	Category	Round	ITD District	Estimated Cost	Updated
2	Custer	City of Mackay	Construction	31815	CAPITOL AVENUE	SWAUGER SLOUGH	Replace	2	6	\$910,000	12/1/2024
10	Teton	City of Victor	Construction	33037	S 1000 W	TRAIL CREEK	Replace	2	6	\$911,000	5/1/2025
11	Boise	Boise County	Construction	26680	BOISE STREET	PAYETTE RIVER	Replace	2	3	\$7,611,000	9/1/2023
20	Kootenai	East Side HD	Construction	30590	STC 1699;CANYON RD	COEUR D'ALENE RIVER	Replace	2	1	\$12,325,000	9/1/2025
21	Canyon	Notus-Parma HD	Construction	27415	STC 3851;HEXON RD	BOISE RIVER	Replace	2	3	\$17,110,000	11/5/2024
25	Franklin	Franklin County	Construction	23360	WESTON-FAIRVIEW RD	BEAR RIVER;E. WESTON BR.	Replace	1	5	\$3,000,000	12/1/2024
34	Madison	City of Rexburg	Construction	32975	W. 1ST NORTH ST	REXBURG CANAL	Replace	3	6	\$1,350,000	10/1/2025
44	Gooding	Gooding HD	Construction	24315	1750 SOUTH ROAD	T. F. NORTHSIDE MAIN CNL	Replace	4	4	\$1,400,000	7/11/2025
46	Gooding	Hagerman HD	Construction	24350	1050 EAST ROAD	BILLINGSLEY CREEK	Replace	3	4	\$1,250,000	5/1/2025
50	Clark	Clark County	Construction	31605	STC 6760;RED ROAD	CAMAS CREEK	Replace	2	6	\$1,469,000	9/1/2025
73	Kootenai	East Side HD	Construction	30510	S ANDERSON LAKE RD	CD'A RIVER;SPRINGSTON BR	Remove	2	1	\$750,000	9/1/2025
76	Adams	Adams County	Construction	20045	STC3892;INDIAN VLY	GRAYS CREEK	Replace	4	3	\$1,500,000	2/3/2025
77	Franklin	City of Franklin	Construction	23345	PARKINSON ROAD	CUB RIVER	Replace	1	5	\$1,150,000	2/3/2025
79	Fremont	Fremont County	Construction	31875	N 2000 E	INDEPENDENT CANAL	Replace	3	6	\$1,100,000	2/3/2025
82	Idaho	Winona HD	Construction	29313	ROCK CREEK ROAD	RED ROCK CREEK	Replace	3	2	\$900,000	7/11/2025
87	Canyon	City of Caldwell	Construction	27610	KIMBALL AVE	INDIAN CREEK	Replace	2	3	\$5,000,000	5/1/2025
88	Adams	Adams County	Construction	26530	OLD HORNET ROAD	HORNET CREEK	Replace	4	3	\$1,300,000	9/1/2023
89	Fremont	Fremont County	Construction	21115	E 1000 N	CONANT CREEK	Replace	3	6	\$1,250,000	9/1/2023
90	Bannock	City of Pocatello	Construction	22175	STC7151;BENTON ST	PORTNEUF RIVER	Replace	3	5	\$1,650,000	10/1/2025
91	Payette	Payette County	Construction	28390	CASSIA ROAD	FARMERS COOP CANAL	Replace	4	3	\$1,200,000	6/1/2025
92	Shoshone	City of Kellogg	Construction	30765	BUNKER AVE	S.FK.COEUR D'ALENE RIVER	Replace	3	1	\$4,950,000	5/1/2025
93	Bonneville	City of Idaho Falls	Construction	31100	SMA 7138;TOWER RD	IDAHO CANAL	Replace	4	6	\$3,000,000	2/3/2025
94	Gooding	Gooding HD	Construction	24365	2500 EAST ROAD	GOODING MAIN CANAL	Replace	4	4	\$1,500,000	9/1/2023
95	Elmore	Glenns Ferry HD	Construction	27800	MORROW RESERVOIR R	LITTLE CANYON CREEK	Replace	3	3	\$1,200,000	5/1/2025
103	Idaho	Ferdinand HD	Construction	29300	HOLMES CROSSING RD	LAWYER CREEK	Replace	3	2	\$750,000	9/1/2023
104	Latah	North Latah County HD	Construction	29650	HATTER CREEK ROAD	HATTER CREEK	Replace	3	2	\$850,000	5/1/2025
106	Cassia	Oakley HD	Construction	23970	500 WEST	EAST CANAL	Replace	3	4	\$800,000	5/1/2025
110	Gooding	Gooding HD	Construction	24345	2400 EAST ROAD	GOODING MAIN CANAL	Replace	4	4	\$1,000,000	9/1/2023
112	Shoshone	Clarkia Better Roads HD	Construction	30805	PINE DRIVE; NF 301	W.FK.ST MARIES RIVER	Replace	3	1	\$1,050,000	5/1/2025
113	Gooding	Gooding HD	Construction	24310	2050 EAST ROAD	LITTLE WOOD RIVER	Replace	4	4	\$1,500,000	7/11/2025
125	Twin Falls	Filer HD	Construction	25435	3800 NORTH ROAD	CEDAR DRAW	Replace	4	4	\$1,500,000	11/5/2024
126	Valley	Valley County	Construction	20068	STC 3988;ROSEBERRY	WILLOW CREEK	Repair	4	3	\$344,000	7/11/2025
129	Washington	Washington County	Construction	28835	OLD HWY ROAD	BEAVER CREEK	Replace	4	3	\$1,400,000	9/1/2025
130	Teton	Teton County	Construction	33020	9500 SOUTH	TRAIL CREEK	Replace	4	6	\$1,500,000	5/1/2025
136	Lincoln	Dietrich HD	Construction	25030	550 EAST ROAD	MILNER GOODING CANAL	Replace	5	4	\$2,400,000	12/14/2023
137	Fremont	Fremont County	Construction	32195	E 200 N	CONSOLIDATED FARMERS CNL	Replace	5	6	\$1,450,000	5/1/2025
138	Bonneville	Bonneville County	Construction	20750	STC 6703;E 65TH S	BUTTE ARM CANAL	Replace	5	6	\$1,600,000	5/1/2025
140	Jerome	Jerome HD	Construction	24765	500 NORTH ROAD	U' CANAL	Replace	5	4	\$1,500,000	9/1/2025
142	Bonner	Bonner County	Construction	30245	E SHORE ROAD	HUNT CREEK	Replace	5	1	\$1,350,000	12/14/2023
144	Bingham	Bingham County	Construction	22590	400 NORTH ROAD	BLACKFOOT CANAL	Replace	5	5	\$1,100,000	5/1/2025
147	Bingham	Bingham County	Construction	22685	WOODVILLE;E 1500 N	SLOUGH CANAL	Replace	5	5	\$1,100,000	5/1/2025
149	Bingham	Bingham County	Construction	22315	CLINGER RD; 1450 N	SNAKE RIVER VALLEY CANAL	Replace	5	5	\$1,300,000	5/1/2025
150	Latah	South Latah HD	Construction	29595	LITTLE BEAR ROAD	BIG BEAR CREEK	Replace	4	2	\$1,300,000	7/11/2025
151	Jefferson	Jefferson County	Construction	36100	E 421 N	LEWISVILLE CANAL	Replace	5	6	\$1,500,000	9/1/2025
157	Twin Falls	Filer HD	Construction	19380	STC2721;2200 E. RD	LOW LINE CANAL	Replace	5	4	\$2,600,000	9/1/2025
158	Jerome	Jerome HD	Construction	24690	200 EAST ROAD	T.F. NORTHSIDE MAIN CNL	Replace	5	4	\$1,400,000	9/1/2025
159	Lincoln	Shoshone HD	Construction	24960	250 WEST ROAD	N. GOODING CANAL	Replace	5	4	\$1,300,000	9/1/2025
179	Shoshone	City of Mullan	Construction	30655	THIRD STREET	S.FK.COEUR D'ALENE RIVER	Replace	6	1	\$1,600,000	6/27/2024
196	Valley	Valley County	Construction	28570	NISULA ROAD	MUD CREEK	Repair	4	3	\$325,000	7/11/2025

Leading Idaho Local Bridge Program

Project in Construction
November 10, 2025

Rank	County	Jurisdiction	Status	Bridge KN	Carries	Crosses Over	Category	Round	ITD District	Estimated Cost	Updated
201	Valley	Valley County	Construction	28671	GOLD FORK ROAD	KENNALLY CREEK	Repair	1	3	\$100,000	7/11/2025
37	Canyon	City of Caldwell	Construction	21760	NHS 7773;10TH AVE	CITY ST;UPRR;CALDWELL OP	Repair	7	3	\$900,000	5/1/2025
97	Idaho	Idaho County	Construction	29095	Buckhorn Bridge	South Fork Clear Water River	Replace	8	2	\$3,000,000	7/1/2025

LHTAC COUNCIL STAFF REPORT

December 11, 2025

Agenda Item: **T2 Center and Technical Assistance**

Presenter: **Chainey Rhoades**

Overview:

Road Scholar and Road Master Awards:

Between September 3 - December 17, 2025 there have been 38 Road Scholar awards, and 21 Road Master awards presented to North Highway District, Boundary County, Lakes Highway District, City of Coeur d' Alene, Bonner County, City of Liberty Lake, City of Lewiston, Nez Perce Tribe, City of Ketchum, Teton County, Post Falls Highway District, City of Marsing, Fremont County, City of Sugar City, City of Hailey, Blaine County, and Worley Highway District.

The remaining awards to be presented include four agencies in District 1; four agencies in District 2; two agencies in District 3; eight agencies in District 4; four agencies in District 5 and eight agencies in District 6.

Below are pictures of agencies receiving awards:

North Highway District:



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Boundary County:



Lakes Highway District:



City of Coeur d'Alene:



Bonner County:



City of Liberty Lake:



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City of Lewiston:



Nez Perce Tribe:



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City of Ketchum:



Teton County:



Post Falls Highway District:



City of Marsing:



Fremont County:



City of Sugar City:



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New Materials:

The new Class Management System will go online in January 2026.

Leading Across Generations is being created and will have a beta test in January. Team Building and Communication will be created as soon as the Leading Across Generations is completed. The spring schedule will also include Road Master curriculum changes; Speed Zones and Speed Studies will move to an elective and the ATSSA Traffic Control Supervisor will move from an elective to a core requirement. The ATSSA Traffic Control Design Specialist will also be added as an elective

Safety package drawings started with the fall classes. September winners were The City of Ammon, Twin Falls Highway District and The City of Sandpoint. October winners were Evergreen Highway District, Bonner County, and Nampa Highway District (Nampa donated to Eastside Highway District). IAHD Convention winners were South Latah Highway District, Post Falls Highway District and Filer Highway District. We will draw for November later this afternoon.

Twin Falls Highway District:



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City of Ammon:



LHTAC has selected the portable message boards to purchase as loaners. Two message boards will be located in each district. Once we have storage locations in each district, I will work with the sign company to have them delivered this spring.

National and Regional Conferences:

The Regional meeting will be held in Boise at LHTAC April 21st and 22nd, 2026

Technical Assistance:

Technical Assistance provided this past quarter includes requests for information on traffic sign safety, Active Transportation Infrastructure Investment Program, Culvert Replacement Grant Program, Rural Roads Grant Program, 129K routes, sign retro-reflectivity, retro-reflectivity for paint lines, intersection delay information, Speed Limits, Safe Roads and Streets for All, and approach information. Recent Assistance was provided on federal grants applications to Post Falls Highway District, City of Salmon, Glenns Ferry, City of Bellevue, Traffic Counters for the North Latah Highway District and The City of Lava Hot springs.

Recommendation: For Council Review

LHTAC COUNCIL STAFF REPORT

December 11, 2025

Agenda Item: **Federal Grants**

Presenter: **Ken Kanownik**

Overview:

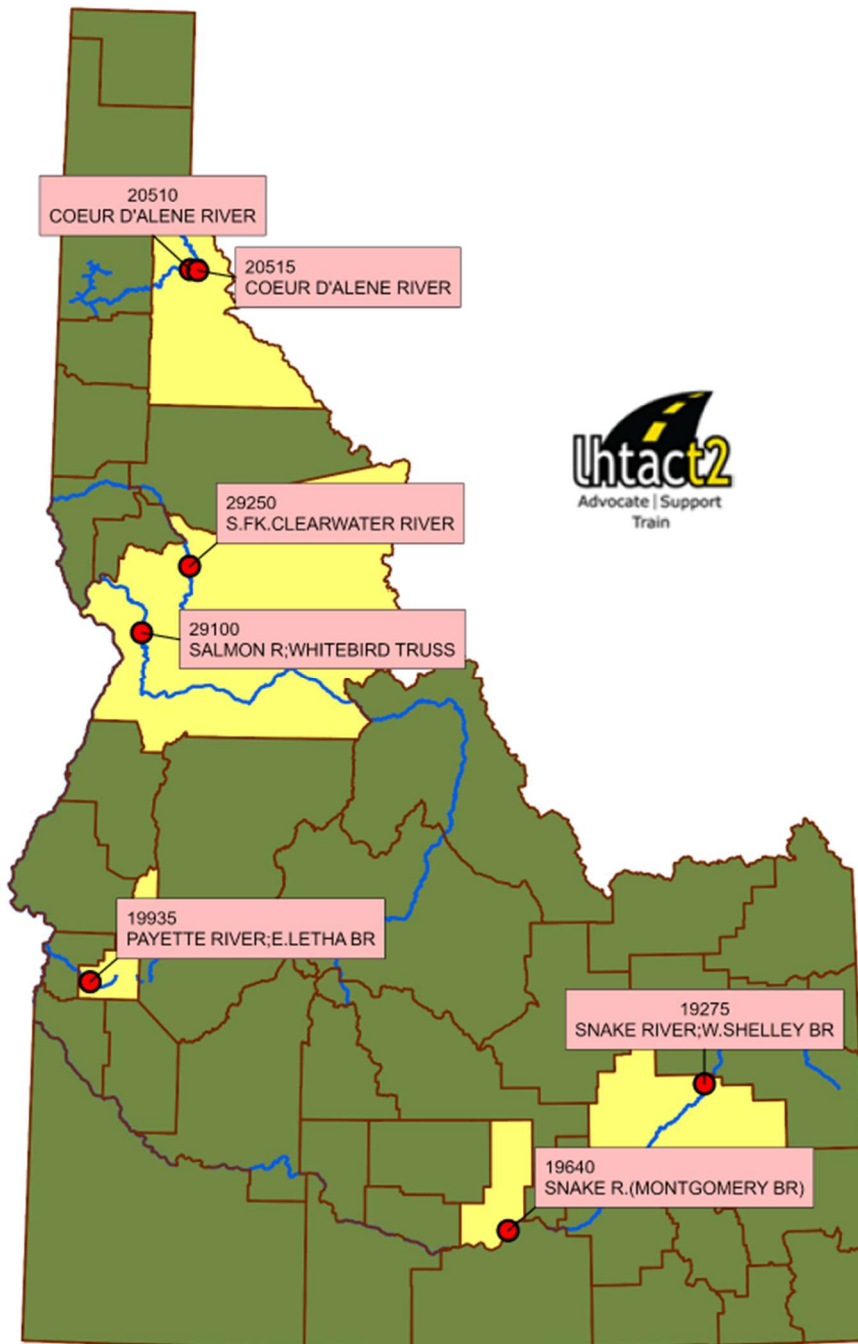
Since September reporting, no announcements of pending applications have been announced. Staff is still awaiting results of the Safe Street and Roads for All and Rural and Tribal Technical Assistance applications. In October staff submitted an application for the Innovative Financing and Asset Concession (IFAC) Program for funding to conduct a Bridge Replacement and Funding Study of bridges that are at risk of becoming poor or posted and have replacement costs that would exceed the local highway jurisdictions ability to do so.

The grant Notice of Funding Opportunity had a limit of the 100% Federal-aid award of \$1 million. To build a budget to this limit, staff identified 20 candidates for inclusion with a final seven bridges from around the state being included in the application. Bridge condition, age and replacement costs were considered in identifying the best matches for this program. This grant is intended to be the next step in large bridge funding after the Leading Idaho Local Bridge Program. It will help identify the upcoming local bridge needs that cannot be addressed with the current funding levels in the local federal-aid bridge programs. If awarded, funding will allow for feasibility studies and financial analysis, including the applicability of the Transportation Infrastructure Finance and Innovation Act (TIFIA) loan program for each bridge.

The US DOT recently announced the next round of Better Utilizing Investments to Leverage Development (BUILD) applications. There is more demand for technical assistance on this application than LHTAC can directly apply for (limit two applications), so technical assistance this application cycle will also include helping sponsor's register with SAMS.gov and GRANTS.gov to be able to apply for their projects. The BUILD program has a 100% Federal-aid award for most jurisdictions in Idaho. Applications for BUILD are due February 24, 2026.

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Bridge Locations for IFAC Application

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Federal Discretionary Applications for Local Agencies Federal Fiscal Year 2025						
Submittal Date	LHTAC Submitted	LHTAC Technical Assistance	Program	Intent (Sponsor)	Amount Requested	Status
1/30/2025	x	x	Better Utilizing Investments to Leverage Development (BUILD)	Road rehabilitation and improvements (City of Bellevue)	\$1,923,600	Not Awarded
1/30/2025	x	x	BUILD	Multijurisdictional transportation plan (City of Glenns Ferry & Glenns Ferry HD)	\$500,000	Not Awarded
6/26/2025		x	Safe Streets and Roads for All (SS4A)	Idaho Comprehensive Safety Action Plan Development Project Planning Grant to Develop a Comprehensive Safety Action Plan (City of Jerome)	\$160,000	Pending
6/26/2025		x	SS4A	Planning Grant for the development of a Safety Action Plan (Idaho Falls)	\$500,000	Pending
9/8/2025		x	Rural and Tribal Technical Assistance (RTA)	Designing multimodal improvements on Mountain View Road and Palouse River Drive. (Moscow)	\$586,000	Pending
9/8/2025	x	x	RTA	Citywide Street Rehabilitation and multimodal improvements (Bellevue)	\$1,923,600	Pending
9/8/2025		x	RTA	Planning Grant of a local crossing of the Salmon River (Salmon)	\$750,000	Pending

Federal Discretionary Applications for Local Agencies Federal Fiscal Year 2026						
Submittal Date	LHTAC Submitted	LHTAC Technical Assistance	Program	Intent (Sponsor)	Amount Requested	Status
10/1/2025	x		Innovative Financing and Asset Concession (IFAC)	Bridge replacement and financial study of local bridges at risk of becoming poor or posted.	\$1,050,026	Pending

Recommendation: For Council Review



LHTAC COUNCIL STAFF REPORT

December 11, 2025

Agenda Item: **Council Policies**

Presenter: **Laila Kral, P.E.**

Overview:

In September, draft updated Council Policies were presented. Attached are the final versions of Council Policies for your review and approval.

Recommendation: For Council Review and Approval

Council Policy 1

Effective Date: 3/25/2015

Revised: 9/2015, 12/2019, 12/2022, 12/2025

Expiration: 12/2028

**ACQUISITION AND DISPOSAL OF PROPERTY****Purpose:**

Idaho Code provides requirements for procuring services or personal property. Where the expenditure is less than one hundred thousand dollars (\$100,000), acquisition requirements of any item are left to the discretion of the governing board. Criteria for acquisition and disposal of equipment will provide flexibility for LHTAC staff to run day-to-day operations with oversight maintained by the Council.

Additional Authority:

Idaho Code Title 67 §§ 2803(2) and 2806(1&2)

POLICY**Policy Statement:**

Approval from the Council must be obtained prior to purchases of materials or property estimated to cost over ten thousand dollars (\$10,000) if not included in the approved budget for the year. All LHTAC assets with an initial purchase price of five hundred dollars, or greater, will be inventoried on an asset list. The Administrator will have final authority in the “surplus declaration” of property with a depreciated value over five hundred dollars (\$500).

Procedure & Guidelines:

LHTAC assets and equipment from acquisition to disposal will be managed in the best interest of the organization.

Acquisitions not included in budget:

1. Prior to purchasing property over ten thousand dollars (\$10,000), written cost quotes must be secured from at least three different vendors, if available.
2. The three quotes will be reviewed and ranked based on cost, timeframe involved in providing the property and the necessary service, and the best overall purchase for LHTAC.
3. If more than 30 days prior to a regular LHTAC council meeting, the Executive Committee will decide on the purchase considering the Administrator’s recommendation. If less than 30 days before a council meeting, the decision will be made by the full council.

Council Policy 1

Effective Date: 3/25/2015

Revised: 9/2015, 12/2019, 12/2022, 12/2025

Expiration: 12/2028

**Tracking & Management:**

A system for tracking assets will be maintained and managed.

1. Asset tags will be affixed to all tangible assets with a purchase value of greater than five hundred dollars (\$500) or recorded by serial/VIN number to ensure trackability of the items to be inventoried annually.
2. Asset location, or staff member responsible for the asset, value at purchase, date of purchase, and asset tag number will be recorded.
3. Yearly inventory will be reviewed to ensure assets are accounted for.

Disposal:

Property that is no longer needed will be declared surplus property and disposed of in a manner most efficient and cost effective for the organization.

1. All surplus property with a value of five hundred dollars (\$500) or more will be listed and presented to the Council, including items disposed of by the Administrator. Surplus materials and property may be offered to a federal, state or local agency, donated to a not-for-profit organization with 501(c)(3) tax exempt status, or auctioned.
2. The Administrator has authority to immediately dispose of surplus property with a depreciated value of less than five hundred dollars (\$500).
3. Office furniture, electronic equipment and intangible assets will be either donated or destroyed.
4. If an item has a depreciated value of less than five hundred dollars (\$500), and may have a market value, the Administrator can designate how to dispose of that item.

Kevin Renfrow, Chairman

Local Highway Technical Assistance Council

Council Policy 2

Effective Date: 12/15/1994

Revised: 9/2015, 12/2019, 12/2022, 12/2025

Expiration: 12/2028

**MEETING ATTENDANCE BY COUNCIL MEMBERS****Purpose:**

Continuous representation by the cities, counties, and highway districts of the Local Highway Technical Assistance Council (LHTAC) is of critical importance to the success of Idaho's local transportation system. It is imperative that members from each organization appointed to the council be present at council meetings.

POLICY**Policy Statement:**

It is the responsibility of the council members to see that their appointing organization is properly represented at all meetings of the council.

Procedure & Guidelines:

When a council member is unable to attend a meeting, they shall appoint an alternate member and provide a proxy notice to the Administrator as provided in the LHTAC bylaws.

1. When an alternate is used, the council member is responsible for receiving all information that was presented at the meeting necessary to keep them aware of current issues within the organization.
2. The Chairman will notify the appointing authority if a council member misses two consecutive meetings without providing an alternate member with a proxy authorization to vote for them. The notification will request that the member be replaced unless there is a legitimate reason for the absence.
3. The council member may not give their proxy to another current council member.
4. The appointing authority will have the final determination of the status of its representative.

Kevin Renfrow, Chair

Local Highway Technical Assistance Council

Council Policy 3

Effective Date: 6/18/2004

Revised: 6/2013, 9/2018, 12/2022, 12/2025

Expiration: 12/2028

**INCLUSION OF UTILITY WORK UNDER A FEDERAL-AID PROJECT****Purpose:**

Local Jurisdictions need to be able to determine the cost eligible for Federal funding in order to properly plan projects. Federal regulation provides general guidance but lacks the detail needed for consistent and fair application of utility relocation costs. It is the intent of this policy to provide interpretation of the Federal regulation so the responsibility of costs for utility relocation can be appropriately identified.

Additional Authority:

23CFR 635b, 645, 710b

Idaho Code 40-2403(2) “LHTAC has the authority to develop uniform standards and procedures that may be recommended to its member jurisdictions for the construction, maintenance, use, operation and administration of local highways”.

The Idaho Transportation Department and Local Highway Technical Assistance Council Stewardship Agreement outlines responsibilities regarding approval authority. In the stewardship agreement LHTAC has the responsibility of preparing and approving all utility agreements, waivers, and hardships.

POLICY**Policy Statement:**

The Local Highway Jurisdiction (LHJ) has the authority to allow utilities within their right-of-way. LHTAC may extend federal-aid assistance for utility work on Federal-aid projects.

Procedure:

1. Utility relocation costs will not be eligible for Federal funding on projects if the utility is within the public right-of-way at the permission of the owner.
2. Utilities within property owned by the utility (public or private) are eligible for reimbursement of costs if the Federal-aid project requires relocation of the utility.
3. In extreme cases of utility hardship, LHTAC Council gives the LHTAC Administrator the authority to fund utility relocation as allowable project costs when justification of such hardship can be substantiated with Utility Hearing Authorization and the necessary information as outlined here.

Council Policy 3

Effective Date: 6/18/2004

Revised: 6/2013, 9/2018, 12/2022, 12/2025

Expiration: 12/2028



4. All match funding requirements shall be the responsibility of the LHJ to recover from the utility.
5. Any appeal shall be to the LHTAC Council, and their decision shall be final

Kevin Renfrow, Chair

Local Highway Technical Assistance Council

Council Policy 3

Effective Date: 6/18/2004

Revised: 6/2013, 9/2018, 12/2022, 12/2025

Expiration: 12/2028



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Council Policy 3

Effective Date: 6/18/2004

Revised: 6/2013, 9/2018, 12/2022, 12/2025

Expiration: 12/2028



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Kevin Renfrow, Chair

Local Highway Technical Assistance Council

Council Policy 5

Effective Date: 12/14/2007

Revised: 9/2015, 12/2022, 12/2025

Expiration: 12/2028

**BUDGET ADJUSTMENTS****Purpose:**

As with any organization, unanticipated issues may occur which require adjustment of the adopted budget. Procedures are needed to accommodate unexpected changes.

POLICY**Policy Statement:**

The LHTAC Administrator has the discretion to operate within the approved annual budget as deemed necessary to ensure the smooth running of the organization.

Guidelines:

1. This policy does not supersede the approval limits established in Council Policy 1 “Acquisition and Disposal of Equipment”.
2. If a budget line item is over the budgeted amount by \$25,000 or more, an amended budget will be prepared and approved by council.
3. If additional capital expenses, a new line item, or additions in personnel are required, an amended budget will be presented to council for approval.

Kevin Renfrow, Chair

Local Highway Technical Assistance Council

Council Policy 8

Effective Date: 3/25/2015

Revised: 12/2022, 12/2025

Expiration: 12/2028

**COUNCIL RECORD RETENTION****Purpose:**

All Council meetings are recorded, to assist in the preparation of the minutes. This policy defines how long the recordings should be kept in case a question or difference of opinion should arise.

Additional Authority:

Title 50 Chapter 907(1)(a)

POLICY**Policy Statement:**

The Council has the authority to define how long recordings of meetings should be kept.

Guidelines:

1. Meeting minutes and agendas are a permanent record and shall be kept indefinitely.
2. Any recording of a meeting should be kept until the meeting minutes are officially approved. Upon approval, the meeting recording will be permanently deleted.

Kevin Renfrow, Chair

Local Highway Technical Assistance Council

Council Policy 9

Effective Date: 3/26/2015

Revised: 3/26/25, 12/2025

Expiration: 12/2028

**LOCAL RURAL HIGHWAY INVESTMENT PROGRAM POLICY****Purpose:**

Provide funding for rural local highway jurisdictions to complete construction, planning, signing, and emergency projects.

Additional Authority:

Idaho Transportation Board Administrative Policy 5030.

POLICY**Policy Statement:**

Through a cooperative agreement with the Idaho Transportation Board, the Council provides funding for the Local Rural Highway Investment Program (LRHIP) on an annual basis. LRHIP funds can be used to fund four types of projects including:

1. Construction (including Federal-aid construction match)
2. Signs
3. Transportation Plans
4. Emergencies

Procedure:

Project funds will be awarded to Local Highway Jurisdictions (LHJs) on an annual basis, provided the program is funded.

1. Application packets will be assembled by LHTAC staff and approved by the Council.
2. Application packets will be available to all rural LHJs by the end of September.
3. Applications are due back to LHTAC prior to the December Council meeting.
4. LHTAC staff and Council will score the applications.
5. Project award recommendations will be presented by LHTAC staff and approved by the Council at the March meeting. Notification letters will be sent to all LHJs who applied by the end of April.
6. Project work may begin at the beginning of the Federal Fiscal Year (FY), October 1, or as approved by the program manager or dictated by funding.
7. LHJs request funds in writing and payment is made as funding is available.
8. A Project Document Summary (PDS) including before/after photos or a copy of the final transportation plan are due upon project completion. Additionally, the LHJ must provide proof of full grant expenditure.



LHTAC COUNCIL STAFF REPORT

December 11, 2025

Agenda Item: **Administrator Policies**

Presenter: **Laila Kral, P.E.**

Overview:

In September, draft updated Administrator Policies were presented. Attached are the final versions of Administrator Policies for your review. The policies will be signed before the end of the year.

Recommendation: For Council Review

EMPLOYEE WORK SCHEDULE

Purpose:

To establish guidelines for LHTAC employees' work schedule, including flex scheduling (work from home).

POLICY

Policy Statement:

The LHTAC office is open from 7:30 a.m. to 5:30 p.m. Monday through Thursday and 7:30 a.m. to 12:00 p.m. on Friday. Employees are entitled to an hour unpaid lunch break, and two 15-minute breaks during the day. The breaks are paid time but cannot be used to shorten a work day or receive extra pay. A full-time employee shall work a minimum of 40 hours a week including sick, vacation, holiday or other pre-approved leave time.

Guidelines:

LHTAC strives to be flexible and accommodate employees' needs within a reasonable schedule. To allow some flexibility employees have the following options:

- A 30-minute lunch break. This is the minimum an employee should take every day for the lunch period.
- A schedule that is one hour earlier or later than the office hours.
- Working from home up to a maximum of 2 days per week may be allowed based on the needs of the agency and at the discretion of management.

Employees should not assume they may work from home on the same day/s each week, the needs of the section and agency come first. Working from home on Mondays is discouraged and is prohibited on the first and third Monday of each month to maintain meeting availability of the entire staff.

No LHTAC equipment aside from a laptop is allowed to be taken home. Employees working from home must provide adequate resources including but not limited to internet connectivity and cell phone service to perform all required LHTAC responsibilities. The employees' home workstation must be safe and free from distractions. The employee may need to provide information on how their workstation is set up for safety and performance issues.

Employees are required to notify their manager in advance if they will not be working from their primary residence. Permission to work from an alternate location must be obtained from the manager and details specified.

Employees must get manager approval if their schedule is outside of office hours. Managers have the authority to approve a standard flexible schedule that meets the above criteria.

On an occasional basis, managers may approve additional flexibly to accommodate, as needed, i.e., family appointments, school activities, etc.

The LHTAC Administrator must approve any long-term schedule changes outside the above guidelines and may grant changes at any time for any reason.

Failure to adhere to this policy may result in disciplinary action up to and including termination.

Laila Kral, Administrator
Local Highway Technical Assistance Council



LHTAC'S VEHICLE USE

Purpose:

This policy outlines the use of vehicles for work on behalf of LHTAC. Operators of LHTAC owned, rented or leased vehicles shall always drive safely, legally and courteously, remembering that they are directly responsible for maintaining both LHTAC property and public trust. It is the policy of LHTAC to provide a safe working environment that protects our employees and our citizens from injury and property loss. This policy applies to all employees who operate vehicles on agency business.

POLICY

Vehicles owned, rented or leased by LHTAC are to be used for the functions of LHTAC. Personal use or any other type of use must be authorized by the Administrator.

Assigned or Permitted Drivers:

Each employee who operates a LHTAC vehicle is required to have a valid driver's license. Should an employee's drivers license expire, be revoked or suspended, the employee shall immediately notify his or her supervisor. The employee's LHTAC vehicle-use privileges will be suspended until the employee's drivers license has been fully restored and validated. The Administrative Manager or designee shall verify and monitor driving privileges and coordinate with the LHTAC insurance company.

Each employee permitted to operate an LHTAC vehicle shall be responsible for the proper and safe operation of the vehicle.

The LHTAC driver may allow others to ride as passengers, as necessary, when working for or with LHTAC; i.e.: local highway jurisdiction members, Idaho Transportation Department members, partner associations, consultants, contractors and other associated business contacts.

Seatbelt Use:

All drivers and passengers are required to wear seatbelts as mandated by law.

Electronic Device, Cell Phone and Computer Use:

The driver of an LHTAC vehicle, or any other vehicle being used for LHTAC business, is prohibited from using an electronic device, cell phone (unless hands free) or computer of any type while the vehicle is in motion. Drivers must be safely parked before using phone or mobile computer equipment.

Administrative Policy 3

Effective Date: 3/1/2016

Revised: 12/2022, 12/2025

Expiration: 12/2028

**Smoking in Vehicles:**

Smoking is expressly prohibited in all LHTAC vehicles.

Impaired Driving:

The driver must not operate a vehicle when his/her ability to do so is impaired or influenced by alcohol, illegal drugs or other illegal substances, prescribed or over-the-counter medication, or illness, fatigue or injury.

The employee driver is obligated to report to his/her supervisor any reason that may affect his/her ability to drive safely.

Proof of Insurance:

Employee drivers must ensure that the current insurance card is kept in the vehicle at all times.

Accident Reporting:

In the event of an accident, the driver shall, when possible, first check on the safety and welfare of all persons involved and seek immediate medical attention should it be required for themselves or others. If possible, move the vehicle to a safe location out of the way of traffic.

Drivers shall always have a police officer investigate any accident that involves a LHTAC vehicle. This will help ensure that LHTAC is protected from unwarranted claims. Do not discuss fault with, or sign anything from anyone except for a police officer, a representative from ICRMP, the Administrator or Administrative Manager.

Drivers shall notify the Administrative Manager or designee as soon as possible of the accident and report the extent of the injuries and property damage involved.

Drivers shall cooperate fully with ICRMP Claims Department in the handling of the claim.

Drivers shall cooperate fully with the rental company, including filing an incident report and following rental procedures, if damage occurs to a rented vehicle. Report damage to the Administrative Manager or designee also, so appropriate steps can be taken.

Traffic Violations:

All fines and other criminal penalties due to violations of the law by the driver are the personal responsibility of the driver of any LHTAC vehicle. These costs are not reimbursable by LHTAC and must be paid promptly by the driver.

Administrative Policy 3

Effective Date: 3/1/2016

Revised: 12/2022, 12/2025

Expiration: 12/2028



Laila Kral, Administrator

Local Highway Technical Assistance Council

Administrative Policy 3

Effective Date: 3/1/2016

Revised: 12/2022, 12/2025

Expiration: 12/2028



ACKNOWLEDGEMENT OF RECEIPT OF LHTAC VEHICLE USE POLICY

I, _____ acknowledge receipt of the LHTAC Vehicle Use policy and accept responsibility for compliance with it, including the below.

I understand that it is my responsibility to read and understand the contents of this policy and have done so.

I understand that I am obligated to perform my duties of employment in conformance with the provisions of this policy and any additional rules, regulations, policies or procedures imposed by the department in which I work whether or not I choose to read the policy.

I understand that this policy may be modified without prior notice to me.

I understand that should this policy be modified that I will be provided with a copy of the modification.

DATED this _____ day of _____, 20_____.

Signature of Employee

FINANCIAL AUTHORITIES

Purpose:

To establish authorities for signatures.

POLICY

This policy delegates certain authorities from the Administrator to ensure the organization operates effectively and efficiently. It is the goal to provide these signatures of approval within two business days.

Guidelines:

In an official absence of the Administrator, the management team will act on the Administrator's behalf.

Managers are required to approve employee expenses in the LHTAC accounting system for payment to be issued. If a manager is out of the office for more than five days, the Administrative Manager may approve the expense on their behalf, so the employee can be paid in a timely manner.

Per Idaho Code, all checks will be issued with two signatures. Signature authority for check signing and financial approval will be designated in writing by the Administrator. The Administrative Manager will not have signature authority.

The Administrator and Administrative Manager will approve electronic payments, signifying two signers.

The Administrator and a second manager shall approve credit card expenditures. Another manager shall approve the Administrator's credit card expenditures. If another manager is unavailable the Council Chair shall approve the Administrator's credit card expenditures.

Every three years, the Financial Policy and Procedures manual will be updated and approved by the Administrator.

The Administrator will approve Federal-aid program changes.

Laila Kral, Administrator
Local Highway Technical Assistance Council

CREDIT CARD AGREEMENT

Purpose:

To establish authorities and rules of use for a company credit card.

POLICY

Employees are empowered as a responsible agent to safeguard the credit card as a company asset.

Improper use of this card can be considered misappropriation of company funds which may result in disciplinary action up to and including termination of employment.

Company credit cards are not provided to all employees. Assignment is based on need to purchase materials for the organization and/or to provide for business travel. Assignment is not an entitlement, nor reflective of title or position within the organization.

A company card may be revoked at the discretion of LHTAC.

The Administrative Manager's card (if any) shall be approved by the Administrator.

Guidelines:

1. I understand the card is for company-approved purchases only and I agree not to charge personal purchases. If personal charges are made inadvertently, I will reimburse LHTAC immediately.
2. If the card is lost or stolen, I will immediately notify the Administrative Manager.
3. I agree to surrender the card immediately upon termination of employment, whether for retirement, voluntary, or involuntary reasons.
4. The card is issued in my name. I will not allow any other person to use the card. I am considered responsible for any and all charges against the card.
5. All charges will be billed to and paid by LHTAC. The bank cannot accept any monies from me directly.
6. As the card is company property, I understand that I may be periodically required to comply with internal control procedures designed to protect company assets. This may include being asked to produce the card to validate its existence and account number.
7. I will produce and submit receipts for all purchases.

Administrative Policy 6

Effective Date: 5/9/2016

Revised: 12/2022, 12/2025

Expiration: 12/2028



8. I understand that all purchases over \$500 require written advance approval from the Administrator, except for normal travel expenses.

Laila Kral, Administrator

Local Highway Technical Assistance Council

Your signature below is verification that you have read and committed to Administrative Policy 6 - Credit Card Agreement, and agree to comply with the guidelines outlined above.

It also acknowledges that you have received the company credit card listed below.

#_____.

Employee Signature

Printed Name

Date

Administrative Manager Signature

Printed Name

Date



TRAVEL POLICY AND PROCEDURES

Purpose:

Travel is a critical function for LHTAC professional staff. The policy outlines the regulations and policies that should be followed when staff travels on behalf of LHTAC.

POLICY

GUIDELINES

Travel Authorization:

For normal and necessary travel within the state, professional staff do not need prior authorization. The most economical overall cost should be used when making travel arrangements regardless of personal preference. On occasion an employee may be asked to provide comparative costs to back up the travel arrangement. Travel that is not project or Local Highway Jurisdiction related and travel out of state must be authorized in advance by the Administrator regardless of who is paying for the travel. Written pre-approval when required must be submitted to the Administrative Manager.

Allowable Expense:

Payment of travel expenses by LHTAC is limited to costs authorized in these regulations.

Expenses not Allowable:

The following will not be paid by LHTAC:

1. Expenses of a personal nature incurred for the convenience of the traveler including travel by indirect routes, stop-overs for personal reasons; or leaving earlier or returning later than necessary.
2. Expenses outside of normal single travel rates. These could be due to upgrades, traveling with companions, larger room, extra baggage or use of amenities such as room service.
3. Reimbursement for meals within sixty-five miles of the LHTAC office. However, meals will be reimbursed for required professional activities including conferences and meetings. This might include lunch being provided during a conference in Boise, a meeting that is held over the lunch hour at a restaurant, etc. Extraordinary circumstances when justified and approved by the Administrator may allow otherwise.
4. Lodging costs within sixty-five miles of the LHTAC office are not allowable. Extraordinary circumstances when justified and approved by the Administrator may



allow otherwise.

Vehicles:

1. LHTAC vehicles should be used first when traveling locally or driving to your destination from Boise. If a vehicle is not available, then you may use your own vehicle or rent a vehicle. Any fines or traffic violations will be the responsibility of the employee. Refer to Administrative Policy 3 for more information.
2. If a vehicle is rented, employees will rent the most economical car that the travel accommodates.
3. The employee will be reimbursed at the applicable mileage rate as set by the federal government if a personal vehicle must be driven due to lack of a LHTAC vehicle.

Lodging Expenses:

Lodging expenses should be charged directly to an LHTAC credit card. Employees should always ask for the government rate and emphasize they are tax exempt when traveling. Use the travel memo provided by ITD or ask what other documentation is necessary to secure the best rate.

Meal Expenses:

Employees will be reimbursed per the GSA Per Diem Rate as found on the GSA website. If travel doesn't meet the time and distance threshold (12 hours/65 miles) from the LHTAC office and a meal is missed, LHTAC will pay for one meal that occurs during the employee's travel period, as approved by your supervisor. The intent of this missed meal reimbursement is to compensate when a meal couldn't reasonably be obtained due to this travel.

Miscellaneous Expenses:

Expense of the following miscellaneous items is allowable if incurred by an LHTAC employee conducting LHTAC business and with documented receipts.

1. Transportation to and from depots, airports, meeting rooms, hotels, and otherwise required by an employee during authorized travel.
2. Reimbursement for charges of transportation, handling and storage of baggage or LHTAC equipment.
3. Stationery, postage, or other supplies if necessary for LHTAC business.
4. Registration fees required for official participation in conferences, conventions, or other meetings.
5. Items not specifically described above, but which are necessary in the performance of official duties of LHTAC.



Leave During Travel Status:

If an employee takes leave during a trip that has required them to travel, they will note clearly on their travel voucher the days they worked and the days that were personal.

Internal Auditing or Travel Expense Vouchers:

It is the responsibility of the Administrative Manager to audit all Travel Expense Vouchers thoroughly to ensure their completeness, correctness, and fiscal integrity. All claims will be presented on the current travel voucher/expense form. Audit will include verification of the following items:

- Travel duration did not exceed the trip requirements.
- Expenses were not claimed by employees in leave status.
- Trip mileage was reasonable and consistent.
- All entries comply with GSA regulations and are correct.
- All necessary receipts and explanations are attached.
- Administrator's written pre-approval is attached to the Travel Expense Voucher for out of state travel and any prior-approved deviations from policy.

Third Party Reimbursement, Rebates, or Promotions:

If an employee is traveling for work, but knows the travel is going to be reimbursed from another organization, they will use their personal credit card. The LHTAC credit card should not be used when reimbursement from another organization may occur. This eliminates the possibility of LHTAC not getting reimbursed or the employee reimbursing LHTAC an incorrect amount.

Travel awards and benefits such as frequent flyer miles awarded as a result of LHTAC travel are the property of the traveler.

Laila Kral, Administrator
Local Highway Technical Assistance Council

DELEGATION AUTHORITIES

Purpose:

To establish delegation of authorities.

POLICY

This policy delegates certain authorities from the Administrator to ensure the organization operates effectively and efficiently. In the absence of the Administrator the management team may make approvals as appropriate within two business days.

Design Authorities:

Design/Safety/TAP	
Project Charter/Concept Approval	- LHTAC Design Manager
Design Approval	- LHTAC Design Manager
Materials Phase Report Approval	- LHTAC Materials Engineer
Hydraulics Report Approval	- LHTAC Hydraulics Engineer

Construction Authorities:

District Engineer Authority	- LHTAC Administrator
Resident Engineer Authority	- LHTAC Resident Engineer

Change Orders:

RE level Change Order	- LHTAC Resident Engineer
DE level Change Order	- LHTAC Administrator
CE level Change Order	- LHTAC Administrator/ITD Concurrence

Sub-contract Agreement Form (ITD Form 315)	- LHTAC Resident Engineer
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Claim Settlement:

DE level Claim Resolution	- LHTAC Administrator
CE level Claim Appeal Resolution	- ITD Chief Engineer

Environmental:

ITD Form 2802 Environ. Inspection Report	- LHTAC Administrator or Delegate
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Designation of Title:

The Administrator shall designate the following titles by letter.

- LHTAC Resident Engineer
- LHTAC Design Manager
- LHTAC Materials Engineer
- LHTAC Hydraulics Engineer

Administrative Policy 10
Effective Date: 2/27/2017
Revised: 12/2022, 12/2025
Expiration: 12/2028



Laila Kral, Administrator
Local Highway Technical Assistance Council



RELEASE AND RESTRICTION OF LHTAC RECORDS

Purpose:

To establish guidelines for LHTAC public records requests, release, and a process for responding to requests.

POLICY

LHTAC shall follow Idaho Code Title 74 Chapter 1 Public Records Act, which states that the public has the right during regular office hours to inspect and copy Local Highway Technical Assistance Council (LHTAC) records, except those exempted by statute. Under the law, “public records” include handwriting, typewriting, printing, photo stating, photographing, and every means of recording, all papers, maps, magnetic or paper tapes, photographic films, and prints, magnetic or punched cards, discs, drums or other documents.

Sections 74-103 through 74-112, Idaho Code, identifies confidential records that are excluded from public viewing. Section 74-107(3), Idaho Code, provides that real property appraisals are not available to the public until the property is acquired and all other project parcels are acquired. Section 74-107(4), Idaho Code, provides that estimates prepared by a state agency that detail the cost of a public project are exempt from disclosure until such time as the bids are opened or upon award of the contract for construction of the public project.

The Administrative Manager shall only release financial information concerning LHTAC consultants and those consultants that have applied for contract work in accordance with LHTAC, Idaho Transportation Department and Federal Highway Administration Regulations.

Records that are under the jurisdiction of the LHTAC legal counsel are only available to the public in accordance with the rules applicable to the legal profession. Requests for documents via a public records request shall not be used as a substitute for discovery procedures in any federal or state civil, criminal, or administrative proceeding.

Record Custodians:

LHTAC will only release records for which we are the custodian. LHTAC has access to many records from other agencies and will refer the requestor to those agencies for records to be released in accordance with their public records policies. Other record custodians include the Idaho Transportation Department, Local Highway Jurisdictions and other governmental agencies that participate in local highway planning, engineering and construction.

Pursuant to Sections 74-102(2,3), Idaho Code, the LHTAC custodians of the records are:

Administrator through the Administrative Manager:

The Administrator through the Administrative Manager acts as head custodian of all LHTAC records. In cases of controversy regarding the release of a record, the Administrator will consult with LHTAC's legal counsel and deliver a judgement in the matter.

Administrative Manager:

The Administrative Manager acts as custodian of personnel records of former and current employees. The law restricts information release to name and employment/salary history. All other personnel information relating to a public employee shall not be disclosed to the public without the employee's written consent. Retired employees and retired public officials' home addresses and home telephone numbers may not be released.

(Consulted Service shall defer to Administrator)

Managers:

Act as records custodians for the records under their program management.

LHTAC Employees and Consultants/Contractors:

It is the responsibility of all employees, contractors, consultants and others who have access to LHTAC records (paper, electronic, film, video, voice, maps, drawings, etc.) to manage these records according to policy, state and federal law, and commonly accepted business practices relating to management, access, public disclosure, confidentiality and retention. Many of these records contain personal, privileged, proprietary or confidential information. Inappropriate disclosure or use of such information may cause irreparable harm.

Refer questionable matters to the Administrator and Administrative Manager.

No person shall alter, benefit personally, intentionally access, disclose or grant any other person access to any information in LHTAC records unrelated or necessary to fulfill their job duties when not permitted by policy, contract or law.

Administrative Policy 14

Effective Date: 9/2016

Revised: 12/2022, 12/2025

Expiration: 12/2028



Consult with the Administrative Manager or the Administrator concerning non-restricted information releases.

Failure on the part of an employee to use adequate care, comply with policy, state law and federal law with respect to LHTAC records, may result in disciplinary action up to and including termination.

Failure on the part of any contractor, consultant, business partner, vendor, etc. to use adequate care, comply with our policy as well as state and federal law with respect to LHTAC records, may result in the termination of their contract and/or civil liability.

Requests for LHTAC Records:

Requests for public records must be in writing (or verified email) identifying the requester's name, address, phone number and written declaration attesting or affirming under oath whether or not requester is an Idaho resident.

LHTAC must respond to written public-record requests by a resident within three (3) business days, a non-resident within 30 days, to either grant, partially grant or deny the request. If more than three (3) business days are needed to locate or retrieve the requested records, LHTAC must respond to the requester, in writing, stating that LHTAC has received the request and more time is needed to respond.

LHTAC must provide the requested information no later than ten (10) business days from the initial request for a resident, 45 days for a non-resident. Failure by LHTAC to respond within the above-mentioned time limits constitutes a denial and automatically gives the requester 180 days to file a protest in district court.

If LHTAC denies the person's request for examination or copying the public records or denies in- part and grants in-part the person's request for examination and copying of the public records, LHTAC shall notify the person in writing of the denial or partial denial.

Availability and Cost of Records:

Examination of public records must be conducted during regular office hours of 8:00am-5:00pm with an appointment, unless the custodian of the records authorizes other arrangements. In this event, the person requesting the records will provide, in advance, funds for the reasonable compensation of the records custodian or designee.

Administrative Policy 14

Effective Date: 9/2016

Revised: 12/2022, 12/2025

Expiration: 12/2028



Idaho Code Section 74-102(10) provides that a public agency may establish a copying fee schedule. The fee schedule shall be attached to this policy and updated as necessary. The fee may not exceed the actual cost of copying the record if another fee is not otherwise provided by law. LHTAC will respond to the request with printed records. At LHTAC's discretion LHTAC may provide electronic copies of the records requested. LHTAC will not convert electronic files to another type as part of the response.

Administrative and labor costs will be charged if:

- The request is for more than 100 pages of paper records;
- The request includes records from which exempt information must be deleted; If attorney time is required to assist in redacting, a charge shall be made for the usual and customary rate of the attorney; or
- The labor associated with locating and copying documents for a request if it exceeds two (2) hours. Labor charges will be the current staff labor rate plus ICAP overhead cost.

The records custodian may require payment of estimated copying, labor, and administrative fees in advance.

All LHTAC employees shall comply fully with the public access laws. The requester is not obliged to answer why he/she wants to examine or copy the records, but employees can clarify the information request to ensure usefulness and efficiency.

Laila Kral, Administrator

Local Highway Technical Assistance Council



PROFESSIONAL LICENSES

Purpose:

To establish payment of professional licenses and certifications.

POLICY

This policy allows for reimbursement of professional licenses and certifications that are a requirement of employment with LHTAC.

Guidelines:

Several positions at LHTAC require a professional license or certification as a condition of employment. If licensure is required for a position at LHTAC, the employee's license and certification fee will be paid by LHTAC.

It is the employees' responsibility to keep their license up to date.

An employee may use their LHTAC credit card to pay renewal fees, request reimbursement or submit a request for LHTAC to pay the fee with a check.

Laila Kral, Administrator
Local Highway Technical Assistance Council



RETIREE HEALTH INSURANCE

Purpose:

To establish payment procedures for retiree health insurance coverage.

POLICY

Guidelines:

III-A Retiree Policy, No. 202019-002 outlines the rules for retired former employees to retain health insurance and participate in III-A benefits.

To be eligible, an employee must meet the minimum requirements outlined in the III-A Retiree Policy. An employee can remain on the retirement plan until age 65, at which point they will be automatically terminated from the insurance plan.

While a retiree is covered under III-A insurance, LHTAC will be billed for the premium. The retiree will be considered a member of LHTAC's insurance pool, will have the benefits and coverage elected by LHTAC, and able to make changes exclusively during the open enrollment period.

To protect LHTAC's best interest the following applies:

1. Retiree will pay the premium to LHTAC by the 25th of each month for the following month's coverage.
2. LHTAC has the right to terminate coverage at any time for late, delinquent or insufficient payments.
3. The retiree or LHTAC can cancel the policy at any time.

This coverage will be available per the terms provided by the insurer as long as this policy is in effect. It may be cancelled at any time per the insurers' notice.

Laila Kral, Administrator
Local Highway Technical Assistance Council

RECORDS RETENTION POLICY

Purpose:

To establish an agency records retention schedule.

POLICY

Guidelines:

The Idaho Historical Society publishes a General Records Retention Schedule to be followed by state agencies unless the agency creates and adopts their own records retention schedule.

Although not a state agency, LHTAC has chosen to follow the General Records Retention Schedule as published by the Historical Society.

From this date forward, records will be retained and destroyed according to this established schedule.

Laila Kral, Administrator
Local Highway Technical Assistance Council

401K MATCH POLICY

Purpose:

To establish LHTAC policy regarding employer match of employee 401K contributions. Employees are the backbone of the agency. LHTAC strives to remain competitive with compensation and benefits.

POLICY

LHTAC will contribute to each full-time, benefitted employee's optional 401K account to coincide with the last paycheck of the fiscal year. That contribution will be presented and approved by Council, and will be the same for each employee benefitted.

Additionally, LHTAC will provide an employer match of each full-time, benefitted employee's contribution into the optional 401K account (the PERSI Choice Plan) based on the following schedule:

<u>Years @ LHTAC</u>	<u>Match %</u>
0-3	100% match up to 1.25% of total compensation
>3 – 7	100% match up to 1.50% of total compensation
>7 – 15	100% match up to 1.75% of total compensation
>15	100% match up to 2.25% of total compensation

Years of service will be determined July 1st of each fiscal year.

Matching contributions will be paid into each employee's account each pay period.

Laila Kral, Administrator
Local Highway Technical Assistance Council

Administrative Policy 21

Effective Date: 3/16/2023

Revised: 12/2025

Expiration: 12/2028

**BASIC FINANCIAL PLAN****Purpose:**

To establish LHTAC policy regarding minimum funding levels and basic financial management.

POLICY

At all times there will be at least three employees authorized to make bank transfers on every account. By title those currently authorized to make bank transfers include:

1. Administrator
2. Administrative Manager
3. Council Liaison

At all times there will be at least four employees authorized to sign checks. Idaho Code §40-717 requires that all checks issued by LHTAC be signed by two authorized individuals. Having four authorized check signers allows for situations where employees may be out of the office when checks need to be signed. By title, those currently authorized to sign checks include:

1. Administrator
2. LILB & Grant Manager
3. Construction Manager
4. Design Manager

For internal control purposes, in no instance should the Administrative Manager be an authorized check signer.

The Administrative Manager will ensure that adequate reserves are maintained in savings accounts or certificates of deposits to sustain normal operations for a period of no less than 3 months. These reserves will be maintained so LHTAC can continue to meet financial obligations should there be extraordinary delays in reimbursement from clients or should normal funding streams be interrupted. Regular obligations are, on average, \$325,000 per month; therefore, funds held in reserve will total \$975,000.

To minimize frequent transactions between checking and savings accounts, the Administrative Manager will ensure that a floor of \$325,000 (one month's operating expenditures) is in the checking account at the beginning of each month by transferring from reserves if needed.

Laila Kral, Administrator

Local Highway Technical Assistance Council

HRA VEBA PLAN

Purpose:

To establish LTHAC policy regarding HRA VEBA plan contributions.

POLICY

LTHAC has adopted the health reimbursement arrangement (HRA) plan offered and administered by the Voluntary Employees' Beneficiary Association Trust for Public Employees in the Northwest. The plan is designed with a variety of coverage options to allow for the maximum benefit permitted by applicable law. LHTAC agrees to contribute to the plan on behalf of all non-represented employees defined as eligible to participate in the plan, in accordance with plan and regulatory limitations. The plan must receive an enrollment file for each eligible employee to become a participant and become eligible for benefits under the plan.

Contributions on behalf of each eligible employee (or former employee) shall be based on the following selected funding sources/formulas.

Sick, vacation, and comp time contributions – PERSI Retirement:

Eligibility is limited to employees who file for PERSI retirement with leave cash-out rights during the term hereof. Employer contributions shall include the cash-out value of unused leave days (up to 480 hours of sick, all vacation, and all comp time) accrued and available for cash-out upon retirement per Employer policy.

Direct Employer Contributions:

Full-time Benefited Employees - employer contributions shall be equal to \$3240, which will be contributed on an annual basis on behalf of all eligible group employees.

The term of this Administrative Policy shall be from December, 2025 to June, 2026.

Laila Kral, Administrator
Local Highway Technical Assistance Council



LHTAC COUNCIL STAFF REPORT

December 11, 2025

Agenda Item: **2025 LHTAC Funding Workshop Overview**

Presenter: **Laila Kral, P.E.**

Overview:

As previously reported, staff from LHTAC provided workshops across the state. Ten individual workshops were held across the state. Locations of workshops were Filer, Burley, Pocatello, Sugar City, Coeur d'Alene, Grangeville, McCall, Moscow, Sagle, and Weiser. The final workshop in Weiser was also hosted virtually. Kevin Kuther, Megan Kautz, Scott Wood and I presented the following topics:

- Annual Road & Street Report
- Federal-aid Bridge
- Federal-aid Small Urban
- Local Rural Highway Investment Program
- Local Road Inventory
- Local Highway Safety Improvement Program
- T2 Center
- Transportation Alternatives Program

A total of 203 people attended the workshops in person and 44 logged into the virtual meeting. The 247 people who attended is an increase over last year of 217 participants.

LHTAC has sent out a survey asking for feedback and suggestions for improvements for next year's workshops.

Recommendation: For Council Review

LHTAC 2025 Funding Workshops



Sept 29 - Oct 29

10 Cities
Virtual Workshop
Recording online



LHTAC COUNCIL STAFF REPORT

December 11, 2025

Agenda Item: **LRHIP Application Extension Requests**

Presenter: **Megan Kautz, P.E.**

Overview:

With the Fiscal year 2022 LHRIP application cycle, a policy was implemented requiring jurisdictions to spend and fully close out their LRHIP grant funds within 3 calendar years of their award. Consequence of not meeting this deadline include ineligibility in the LRHIP program and/or repayment of funds. The Fiscal Year 2023, 3-year deadline was October 1st, 2025.

The following jurisdictions have not yet closed out their FY23 grants:

- Construction Projects
 - West Point Highway District
 - City of Albion*
 - Gooding Highway District
 - Hagerman Highway District
- Transportation Plans
 - Lost River Highway District*
 - Shoshone Highway District #2*
 - Oneida County Road and Bridge*
 - City of Spencer
 - Franklin County Road and Bridge
- Sign Grants
 - City of Clifton
- Emergency Grants
 - City of St. Maries

*Jurisdictions that have requested grant extensions, attached.

Jurisdictions currently ineligible for LRHIP grants due to outstanding project closeouts:

FY22:

- City of Dayton – Construction
- Butte County Road and Bridge – Transportation Plan

Recommendation: For Council Review and Approval

MEMORANDUM

TO: Local Highway Technical Assistance Council (LHTAC)
3330 Grace Street
Boise, ID 83703

DATE: November 24, 2025

RE: Extension for City of Albion's LRHIP Grant FY2023—Whitman Street Reconstruction Project

The City of Albion respectfully requests a ninety (90) day extension on the Local Rural Highway Investment Program (LRHIP) Grant for Fiscal Year 2023 to allow adequate time to complete final quality control inspections and compile comprehensive grant closeout documentation.

Project Status

The Whitman Street Reconstruction Project has been successfully completed, and all project funds have been disbursed. The roadway reconstruction work itself is finished and has been performed to specification. This extension request is not to allow for additional construction activities, but rather to ensure proper administrative closure and documentation of this valuable project.

Reason for Extension

The requested thirty-day extension will allow the City of Albion to:

1. **Conduct Final Quality Control Inspection** — Perform a comprehensive inspection of an area affected by previous road scarring to verify that road quality and structural integrity have not been compromised by prior damage. This inspection is critical to ensure the reconstruction project meets all applicable standards and provides long-term durability.
2. **Complete Grant Closeout Documentation** — Gather and compile all required reporting paperwork necessary to properly close out the LRHIP grant process, including final invoicing, project documentation, and required project summary forms.

These activities are essential for the completion of the administrative requirements associated with the grant and will ensure that all reporting obligations are fully satisfied.

Conclusion

The City of Albion is grateful for the opportunity to participate in the LRHIP Grant program. This investment has significantly improved our community's infrastructure and demonstrated the value of this partnership between local jurisdictions and the State. We appreciate LHTAC's consideration of this extension request and your continued support of rural transportation improvements.

We are committed to completing all remaining documentation promptly and look forward to submitting our final close-out materials upon completion of the quality control inspection.

Respectfully,



Isaac Loveland
Mayor, City of Albion

**Lost River Highway District
PO Box 33, 600 Stockman Drive
Mackay, ID 83251
(208) 588-2824**

Dean Wall, Chairman

Byron R. Pehrson

VerNon Roche

September 30, 2025

Sara Gyfteas, Executive Assistant & Facilities Lead
Local Highway Technical Assistance Council
3330 Grace Street
Boise, Idaho 83703

Commissioners

Dear Ms. Gyfteas,

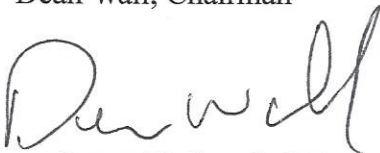
Lost River Highway District respectfully requests a six months extension to complete our transportation plan.

The current draft of the transportation plan is nearing completion and is approaching the point at which it will be ready for agency and public review.

Thank you for your consideration, and if you have any questions or need any additional information, please contact Lucas Yockey, our Director of Highways at (208) 588-2824.

Sincerely,

Dean Wall, Chairman

A handwritten signature in dark ink, appearing to read 'Dean Wall', with a stylized, cursive script.

cc: Lucas Yockey, DOH

SHOSHONE HIGHWAY DISTRICT #2

27 W 420 N
SHOSHONE, IDAHO 83352
208-886-2530 or 208-886-7515
kaysi@shoshonehwydistrict2.com

November 24, 2025

Re: Extension request for SHD FY 23 Transportation Plan Grant Close Date

To: LHTAC Council and Megan,

Shoshone Highway District #2 Governing Board would like to file for an extension for our FY 23 LHRIP Transportation Plan Study Grant, as that closing date snuck up on us. We would like to request, that February 13th, 2026 be our extended closing date for this project.

We are very close, our Public Meeting exposed some of the items on the functional classification maps that needed updated. Please consider our request for an extension at this time as we would like to be as transparent and accurate as possible.

Respectfully,

Tony Owens
Chair Commissioner

Signature: 
Anthony Owens (Dec 1, 2025 09:30:44 MST)

Email: anthony@shoshonehwydistrict2.com






SHOSHONE HIGHWAY DISTRIC2 FY 23 Transportation Plan Grant Extension

Final Audit Report

2025-12-01

Created:	2025-11-25
By:	Kaysi Shoshone Hwy Dist 2 (kaysi@shoshonehwydistrict2.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAH2fZWQjU_wpyNRbaFSUHWThhT3Z9aIVo

"SHOSHONE HIGHWAY DISTRIC2 FY 23 Transportation Plan Grant Extension" History

-  Document created by Kaysi Shoshone Hwy Dist 2 (kaysi@shoshonehwydistrict2.com)
2025-11-25 - 9:43:17 PM GMT
-  Document emailed to Anthony Owens (anthony@shoshonehwydistrict2.com) for signature
2025-11-25 - 9:43:20 PM GMT
-  Email viewed by Anthony Owens (anthony@shoshonehwydistrict2.com)
2025-12-01 - 4:29:18 PM GMT
-  Document e-signed by Anthony Owens (anthony@shoshonehwydistrict2.com)
Signature Date: 2025-12-01 - 4:30:44 PM GMT - Time Source: server
-  Agreement completed.
2025-12-01 - 4:30:44 PM GMT

Oneida County Road & Bridge

10 Court Street - Malad, ID 83252

Ph: (208) 766-4336 Fax: (208) 766-4536

August 1, 2025

RE: Fiscal Year 2023 LHRIP grant for Transportation Plan

Oneida County Road & Bridge would like to ask for an extension of 6 months for Paragon to complete our transportation plan.

Paragon was doing the transportation plan for Oneida County in conjunction with Franklin County's transportation plan. They have run into issues getting information from Franklin County and this has held things up.

Paragon will try and get it done by the deadline of September 30, 2025, but just in case they don't, I wanted to go ahead and request this 6 month extension.

Thank you for your consideration.

Ken Eliason

~~Bill Lewis~~

Oneida County Commission Chair

Ken Eliason

9/8/25

LHTAC COUNCIL STAFF REPORT

December 11, 2025

Agenda Item: **Children Pedestrian Safety Redistribution #5**

Presenter: **Ken Kanownik**

Overview:

Background:

House Bill 723 of the 2024 Legislative session appropriated \$10 Million in funds from the American Rescue Plan Act (ARPA) which funded 40 projects from the 2024 Children Pedestrian Safety Program Applications. This funding has its own set of regulations which have previously been presented to Council and the local sponsors. One regulation is that after December 31, 2024, funding cannot be added to new projects but it can be transferred between projects funded with ARPA funds. Staff has been informed of projects having needs for additional funds. The executive Council approved the first four redistributions of ARPA funds in May, July, September and October of 2025. This is the fifth redistribution request.

There is currently a balance available of \$94,844 for redistribution from projects completed this fall. This is up from \$11,854 reported with the last request.

The City of Troy has completed their project at a final cost of \$266,000. The City was originally planning to cover the project cost in excess of \$250,000 but has other needs for those funds. The City requests \$16,000 to cover the full expense of this project.

Staff recommends funding the request of \$16,000 to Troy in line with similar requests. If approved, the remaining balance to distribute to other projects would be \$78,844. Staff expects additional redistributions as projects close out and will return to Council for any sponsors requesting funds over the \$250,000 program maximum award.



LHTAC COUNCIL STAFF REPORT

December 11, 2025

Staff is requesting Council approve Children Pedestrian Safety Program
Redistribution Request #5

Jurisdiction	Amount	Purpose
City of Troy	\$16,000	Additional funds to cover project costs over \$250k

Recommendation: For Council Review and Approval



LHTAC COUNCIL STAFF REPORT

December 11, 2025

Agenda Item: **Draft Annual Report**

Presenter: **Laila Kral, P.E.**

Overview:

Per Idaho Code 40-2404, the Local Highway Technical Assistance Council is required to submit an annual report (July 1 – June 30) to the Transportation Committees of the Idaho Legislature.

For the state fiscal year (FY) 2025 the annual report will spotlight LHTAC's technical assistance, training efforts and program accomplishments. The achievements of the Leading Idaho Local Bridge and Children Pedestrian Safety programs will be showcased. Also featured will be information on technical assistance, T2 Center and Federal-aid project delivery.

A draft of the annual report is included with your Council Book. A final copy will be approved by the Executive Council and shared with the full council prior to distribution. Accompanied with delivery of the Annual Report will be a letter offering to present to both the House Transportation and Defense Committee and the Senate Transportation Committee.

Recommendation: For Council Review



FY25 ANNUAL REPORT



Local Highway Technical Assistance Council



Administrator Remarks



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In this report you will find:

Latest LHTAC updates for the T2 Center, Leading Idaho Local Bridge, and more!

The Local Highway Technical Assistance Council (LHTAC) supports Idaho’s cities, highway districts, and counties in addressing their transportation needs. Created in 1994 under Idaho Code Title 40, Chapter 24, LHTAC offers technical assistance, training, project oversight, workshops, and manages state and federal funding for local transportation projects. A 12-member council governs the agency, including nine voting local officials and the executive directors of the three local associations. Based in Boise, LHTAC’s team oversees federally funded infrastructure projects and ensures efficient program delivery.

LHTAC COUNCIL MEMBERS

Association of Idaho Cities (AIC)	Idaho Association of Highway Districts (IAHD)	Idaho Association of Counties (IAC)	Ex-Officio Members
Mayor Rod Plank+ City of Kellogg	Commissioner Kevin Renfrow* South Latah Highway District	Commissioner Todd Smith# Madison County	Kelley Packer (AIC)
Mayor Robert (BJ) Berlin City of Roberts	Commissioner Neal Gier Buhl Highway District	Commissioner Mark Rekow Gem County	Nick Veldhouse (IAHD)
Mayor Kari Peterson City of Fruitland	Commissioner Rick Robinson Oakley Highway District	Commissioner Ted Lindsley Idaho County	Seth Grigg (IAC)

Members from 07/01/2025 - 06/30/2026

Chair*, Vice Chair #, Treasurer/Secretary+

T2 Center

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Technical Assistance

LLHTAC continues to support local highway jurisdictions with technical assistance in areas such as bridge asset management, signing requirements, and federal grant writing. This year, LHTAC helped secure federal grant funding for two important projects.



Leading Idaho Local Bridge

STRENGTHENING SAFETY, CONNECTIVITY, AND
COMMUNITY ACROSS THE STATE

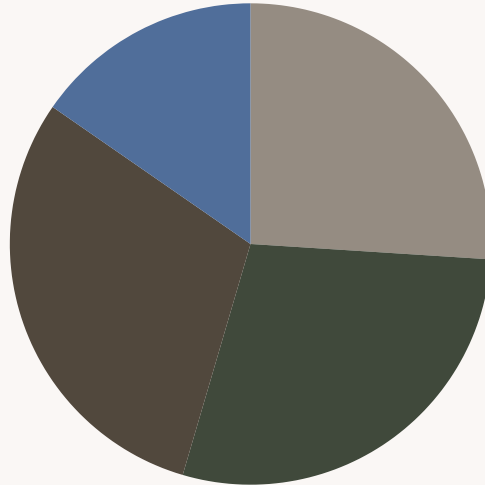
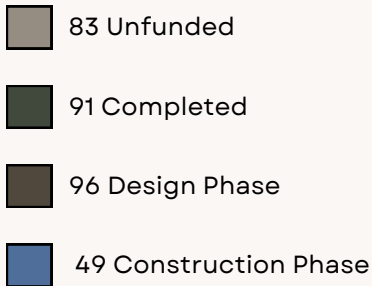
The Leading Idaho Local Bridge (LILB) Program was launched to address Idaho's aging local bridges and improve safety, capacity, and connectivity for communities statewide.

Since its inception, the program has partnered with local agencies to deliver critical bridge replacements, transitioning from a design-heavy workload to active construction across the state.

With most projects expected to enter construction by the end of 2026, LILB continues to tackle increasingly complex structures, relying on advanced engineering, environmental coordination, and strong collaboration with local stakeholders.

Mac Pooler's Bridge is a vital local crossing that has served the community for decades. This project reflects the ongoing commitment of the LILB program to maintain and enhance Idaho's aging infrastructure while supporting community connectivity.

PROGRAM PROJECT STATUS



Children Pedestrian Safety Program

CPS PROGRAM SUBTITLE OF SORTS

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@LHTAC | LHTAC@LHTAC.org

LHTAC.ORG

Fiscal Year 2025 LHTAC Administered Projects

Federal-aid: Rural

\$22.9 Million Obligated

Toward 20 Projects

Federal-aid: Bridge

\$22.9 Million Obligated

Toward 20 Projects

Federal-aid: Large Urban

\$22.9 Million Obligated

Toward 20 Projects

Federal-aid: Small Urban

\$22.9 Million Obligated

Toward 20 Projects

Transportation Alternatives Program

(TAP)

\$22.9 Million Obligated Toward 20

Projects

Local Highway Safety Improvement

Program (LHSIP)

\$22.9 Million Obligated Toward 20 Projects

Local Rural Highway Investment Program

(LRHIP)

\$22.9 Million Obligated Toward 20

Projects

Other LHTAC Administered Projects

There are several Federal-aid programs local highway jurisdictions may receive funding from that LHTAC does not administer. LHTAC will take on project administration on behalf of LHJs upon request and through agreement. Several new programs have been created as a result of the Bipartisan Infrastructure Law and LHTAC plans to offer additional assistance in this area in the coming years. Below are the other projects since inception:

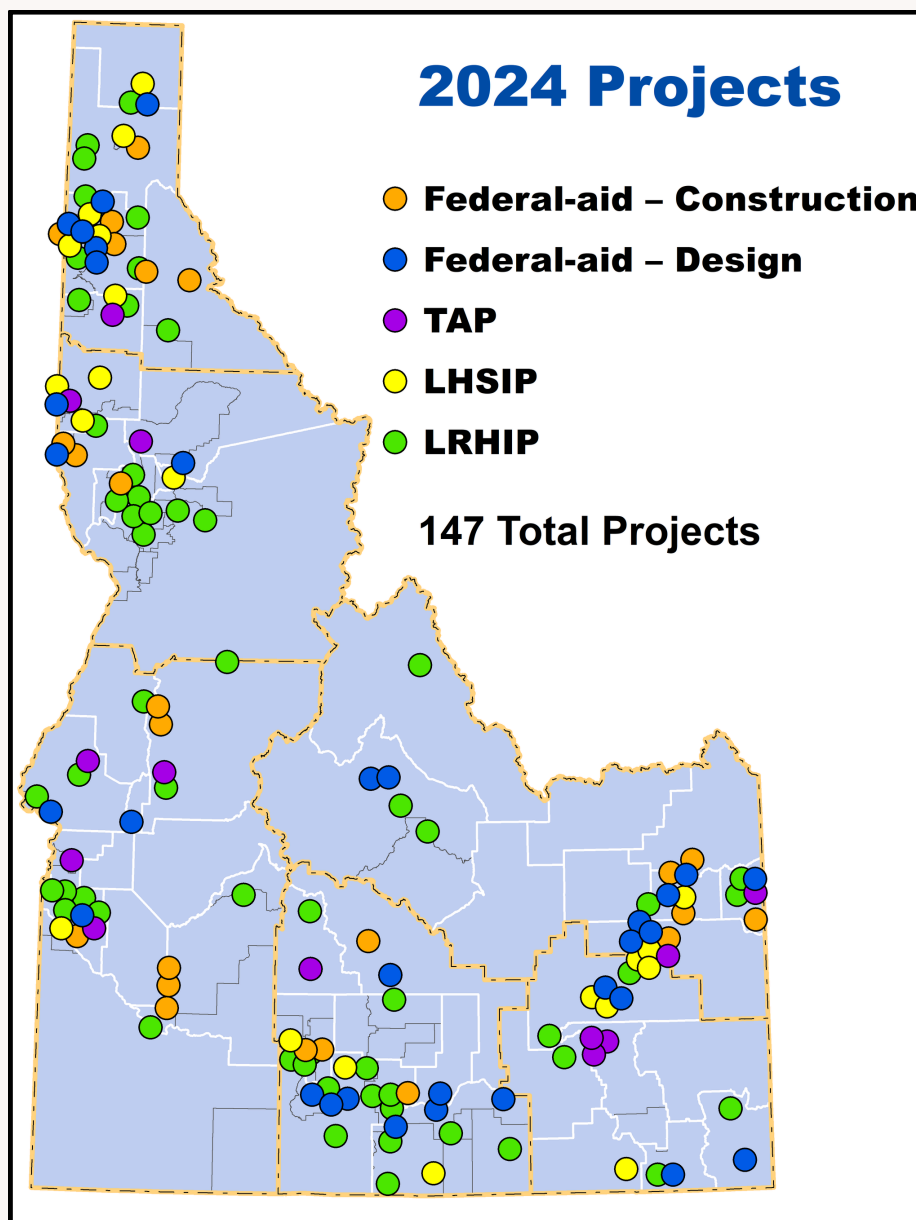
Federal Lands Access Program Projects: 6

Federal Freight Program Projects: 20

Federal Emergency Relief Projects: 6

BUILD/RAISE Projects: 2

TOTAL Projects: 34



LHTAC Projects Since 1994 Inception

Total Projects by ITD District:	LRHIP	Federal-aid
District One	146	197
District Two	158	125
District Three	182	209
District Four	167	148
District Five	136	76
District Six	148	181
Total	937	936



LHTAC COUNCIL STAFF REPORT

December 11, 2025

Agenda Item: **LRHIP Emergency Applications**

Presenter: **Megan Kautz, P.E.**

Overview:

There are no applications for review.

A financial snapshot of the LRHIP Emergency balance is below:

*LRHIP Emergency Balance	
2026 Available Funds	\$ 400,000.00
Previous Years' Remaining Funds	\$ 71,541.90
Total available	\$ 471,541.90

*LRHIP Emergency fund capped at \$800,000 at the beginning of the Fiscal Year.

- Activity since last meeting:
 - None

Recommendation: For Council Review

LOCAL HIGHWAY TECHNICAL ASSISTANCE COUNCIL

BY-LAWS

August 17, 1994

Pursuant to Chapter 24, Title 40, Idaho Code, the following By-Laws are hereby adopted by a majority vote of the membership of the Local Highway Technical Assistance Council, hereafter referred to as LHTAC, or the Council.

ARTICLE I - NAME AND AUTHORITY

SECTION 1.

- A. The name of the Council shall be the Local Highway Technical Assistance Council and may be referred to as LHTAC or the Council.
- B. In general the Council will refer to the 12 person governing body. In general LHTAC will refer to the organization as a whole.

SECTION 2. The Authority of the Council shall be:

- A. Represent its member jurisdictions in conferences, meetings and hearings related to highways, roads and streets and other transportation factors affecting local highway jurisdictions;
- B. Develop uniform standards and procedures that will be recommended to its member jurisdictions for the construction, maintenance, use, operation and administration of local highways;
- C. Cooperate with, receive and expend aid and donations from the federal or state governments, and from other sources for the administration and operation of local highways;
- D. Make recommendations to the Board of the Idaho Transportation Department (ITD) for the distribution and prioritization of federal funds for local projects;

- E. Assist the legislature by providing research and data relating to transportation matters affecting local highway jurisdictions within the state;
- F. Maintain and disseminate information to local highway jurisdictions concerning federal and state legislation, administrative rules and regulations affecting local highway jurisdictions;
- G. Maintain and disseminate information to local highway jurisdictions concerning activities relating to ground transportation in other states;
- H. When authorized by the local highway jurisdiction, to act for that local jurisdiction through a joint exercise of powers agreement with any other local jurisdiction, any agency of the state or any agency of the federal government;
- I. Buy, sell, receive and exchange property, both real and personal, as necessary to perform its functions;
- J. Be the sole and exclusive authority for the expenditure of moneys made available by appropriation or otherwise to the Council.

ARTICLE II - MEMBERSHIP, POWERS AND DUTIES OF THE COUNCIL
SECTION 1. The membership of the Council shall be represented as follows:

- A. The Council shall consist of nine (9) members, three (3) members each from the Association of Idaho Cities, Idaho Association of Counties and Idaho Association of Highway Districts (Appointing Authority). Council members shall serve at the pleasure of the Appointing Authority.
- B. Appointments to the Council shall represent the different areas of the state, such that no more than one Council member shall reside in any one county, and each Council member shall represent a local highway entity with jurisdiction over public highways or streets or be a staff member of the appointing association. In the case of the presidents of each association, if they wish to serve as a representative to the council, they may serve; however, if from a county already represented by another member they may only serve for a period not to exceed one year.

- C. Each Appointing Authority may designate an ex-officio non-voting member to serve on the Council. Ex-officio members shall be elected officials or employees of (1) one of the (3) three Association's. Ex-officio members may participate in all Council discussions and may make and second motions. Ex-officio members shall serve at the pleasure of the Appointing Authority.
- D. Members or alternate member/s of the Council shall be entitled to reimbursement of expenses. An honorarium shall be determined by the members' respective associations but in no case shall exceed \$100 per day. Compensation and reimbursement shall be made from the Local Highway Technical Assistance Council Accounts established in Section 40-717, Idaho Code.
- E. Voting members are authorized to appoint an alternate member. Alternate members are allowed to attend regular scheduled Council meetings in the case of a regular Council member's absence. Alternate members shall have voting authority authorized with proxy from the absent member.

SECTION 2. The Council shall have the following powers and duties:

- A. Provide general supervision over the operation and affairs of LHTAC with regard to determining its programs, mission, policies and goals;
- B. Establish an annual budget for the maintenance and operation of LHTAC Organization.
- C. Appoint an Administrator. Outline work duties, specify the terms of employment, and provide for regular performance review for the Administrator.
- D. Fix the salary of the Administrator and establish work function salary ranges for all employees.
- E. Enter into contracts and agreements;
- F. Exercise any authority defined in ARTICLE I, Section 2 of these By-laws; and

- G. Represent LHTAC before any federal, state or local governmental entity or private organization;
- H. Prepare an annual report, including a financial statement, outlining its activities for the previous year. Copies of each report shall be provided to the transportation committees of the legislature and each Appointing Authority.
- I. Perform a fiscal audit in accordance with the provisions of Section 67-450B, Idaho Code. The fiscal year for the Local Highway Technical Assistance Council shall be July 1 through June 30.
- J. Do any and all things necessary to accomplish the duties and goals of LHTAC within the approved budget.
- K. Issue statements for the organization.

ARTICLE III - TERMS OF OFFICE AND DUTIES

SECTION 1. The officers shall be elected from the voting members of the Council and will consist of a Chairman, Vice- Chairman and Secretary/Treasurer. No more than one officer shall be from each Appointing Authority. It is the intent of these By-laws to rotate the Chairmanship through the (3) three Association's on an annual basis.

SECTION 2. The officers shall be elected at the annual meeting or at any regular meeting in the case of vacancy.

SECTION 3. The terms of office for the Chairman, Vice-Chairman and Secretary/Treasurer shall be for one year starting at the beginning of the fiscal year, July 1st. There is, no limit to the number of terms an officer may serve as long as the terms are not consecutive.

SECTION 4. The duties of the officers of this Council shall be as follows:

- A. The Chairman shall: (1) Preside at all meetings of LHTAC; (2) act as spokesman for LHTAC; (3) be permitted to vote on all issues (4) call special meetings as he/she deems necessary or upon request by a majority vote of the Council members; (5) appoint special committees with the approval of the Council.

- B. The Vice-Chairman shall: (1) Perform the duties of the Chairman in the absence of the Chairman; (2) Perform duties and assignments given by the Chairman
- C. The Secretary/Treasurer shall: (1) Perform the duties of Chairman when both the Chairman and Vice-Chairman are absent; (2) keep or cause to be kept the minutes of all meetings and finances of LHTAC.

SECTION 5. The officers shall constitute the Executive Committee. The Executive Committee shall have the authority to act on behalf of LHTAC on executive matters or as otherwise authorized by the Council.

ARTICLE IV - MEETINGS

SECTION 1. Time and Place of Meetings

- A. Regular meetings of the Council will be held quarterly or as needed. The specific date, time and place of these meetings shall be addressed by the Council as an agenda item at each regular meeting. Council members or their representatives shall be prepared to make reports on the Council's activities at each appointing association's annual meeting.
- B. Members may participate via other means of communication (telephone, video conference etc.) as deemed necessary by the Chairman of the Council.
- C. The annual meeting of the Council shall be the last regular meeting in each fiscal year.

SECTION 2. Special meetings of the Council may be called by the Chairman or upon the request of any three members. Each Council member, Appointing Authorities and the public shall be notified of the time and place of each meeting in accordance with Chapter 2, Title 74, Idaho Code.

SECTION 3. Conduct of Meetings.

- A. Quorum. A quorum for purposes of conducting business shall consist of a simple majority of the members of the Council or two (2) members of the executive committee for executive meetings.
- B. Voting. Voting rights at all meetings shall be controlled by Article II, Section 1 A, of these By-Laws.
- C. All meetings of LHTAC and any of its subcommittees shall be governed by Parliamentary Procedures and accepted traditions of the Council.
- D. Notices and minutes of all meetings shall be prepared and sent to each Council member, Appointing Authority and made available to the public.
- E. Executive Committee meetings. Executive Committee meetings may be held with five (5) days prior notice, or at any time without prior notice, if approved by the full executive committee.

ARTICLE V - COMMITTEES

SECTION 1. Regional Advisory Committees (RADs). LHTAC may contract with Regional Advisory Committees, including the Local Highway Jurisdictions in the region, for services requested by LHTAC.

SECTION 2. Technical Advisory Committee (TAC). The Council may appoint a Technical Advisory Committee consisting of highway supervisors, public works directors, etc. as recommended by the Appointing Authorities with equal representation from each of the Appointing Authorities, to provide technical advice on issues requested by LHTAC staff.

SECTION 3. Special Committees. The Council may appoint special or ad hoc committees as deemed needed.

ARTICLE VI - LOCAL HIGHWAY ADMINISTRATOR

SECTION 1. The Administrator appointed by the Council shall:

- A. Act as executive officer and Secretary to the Council;
- B. Prepare, or caused to be prepared, data and reports as required by the Council;

- C. Assume responsibility for direction and supervision over the office and employees of LHTAC subject to the policies as approved by the Council;
- D. Prepare a budget proposal for each fiscal year for approval by the Council. Operate the organization programs, projects and facilities within the approved budget. The Administrator shall use approved salary ranges to establish compensation for all employees.
- E. Represent LHTAC before any federal or state legislative body, agency, or private organization as directed by the Council.
- F. Hold office at the pleasure of the Council. The contractual agreement between the Council and the Administrator may be terminated by either party giving thirty (30) days written notice.

ARTICLE VII - AMENDMENTS

- SECTION 1.** Any and all amendments to the By-Laws must be approved by a two-thirds majority vote of the membership of the Council at any regular or properly called special meeting. Written notice of such proposed change(s) and the nature thereof shall have been given to the membership of the Council at least thirty (30) days prior to the date of the meeting at which the By-Laws are to be considered.

ROLES AND RESPONSIBILITIES LOCAL HIGHWAY TECHNICAL ASSISTANCE COUNCIL OFFICERS

Chairman

The principal role of the Chairman of the Council is to manage and provide leadership to the Council Members. The Chairman is accountable to the Council and acts as a direct liaison between the Council and the LHTAC Administrator. The Chairman acts as the communicator for Council decisions where appropriate. The Chairman should be independent from management and free from any interest and any business or other relationship which could interfere with the Chairman's independent judgment.

More specifically, the duties and responsibilities of the Chairman are as follows:

1. Serve as a member of the Executive Committee;
2. Attend meetings;
3. Act as Chair at meetings of the Council and Executive Committee;
4. Act as a liaison between management and the Council;
5. Review agenda, minutes, financials, etc. prior to meetings;
6. Provide advice and counsel, consistent with the Council direction, to the Administrator;
7. Keep abreast, generally, of the activities of the organization and its management;
8. Ensure the Council members are properly informed and that sufficient information is provided to enable them to make decisions;
9. In concert with the Administrator, develop and set the agendas for meetings of the Council;
10. Recommend an annual schedule of the date, time and location of Council and Committee meetings;
11. Review and sign minutes of Council meetings;
12. Call special meetings of the Council where appropriate;
13. Assess and make recommendations to the Council, annually, regarding the effectiveness of the Council as a whole, the Committees of the Council and individual Council Members;
14. Work closely with the Executive Committee to establish a constructive relationship with the rest of the Council and LHTAC staff.



ROLES AND RESPONSIBILITIES LOCAL HIGHWAY TECHNICAL ASSISTANCE COUNCIL OFFICERS

Vice Chairman

The main duty of a Vice Chairman is to assist the Chairman in any way possible. This can include preparing for Council meetings. If any problems occur among Council members, it is often the role of the Vice Chairman to discover the facts of the situation and report back to the Chairman.

In addition, a Vice Chairman should be ready to fill in for the Chairman, if they are unable to attend or carry out his or her duties. In such cases, Vice Chairman assumes the role of Chairman, usually temporarily, and has the power to make organizational decisions after receiving feedback from the rest of the Executive Committee or Council members.

More specifically, the duties and responsibilities of the Vice Chairman are as follows:

1. Serve as a member of the Executive Committee;
2. Attend meetings;
3. In the absence of the Chairman, act as Chair at meetings of the Council and Executive Committee;
4. Receive and fulfill assignments given by the Chairman;
5. Oversee special committees created by the Council;
6. Review agenda, minutes, financials, etc. prior to meetings;
7. Work closely with the Executive Committee to establish a constructive relationship with the rest of the Council and LHTAC staff.

ROLES AND RESPONSIBILITIES LOCAL HIGHWAY TECHNICAL ASSISTANCE COUNCIL OFFICERS

Secretary/Treasurer

The Secretary/Treasurer is responsible for the minutes of all meetings of the Council and the Executive Committee. This office has primary responsibility for the oversight of the financial well-being of the organization, but does not take day-to-day responsibility.

The Secretary/Treasurer shall: Perform the duties of Chairman when both the Chairman and Vice-Chairman are absent.

More specifically, the duties and responsibilities of the Secretary/Treasurer are as follows:

1. Serve as a member of the Executive Committee;
2. Attend meetings;
3. Ensure that minutes are kept of each individual meeting;
4. Ensure that minutes are distributed (in a timely manner) to members and the official minutes are posted and archived on the web page;
5. Review agenda, minutes, financials, etc. prior to meetings;
6. Oversee the review of budget and expenditures;
7. Be informed of any significant financial issue that needs review and/or Council discussion;
8. Review Council policies prior to the September Council meeting;
9. Transfer records and policy manual to incoming Secretary/Treasurer;
10. Work closely with the Executive Committee to establish a constructive relationship with the rest of the Council and LHTAC staff.



Local Highway Technical Assistance Council (LHTAC)

COUNCIL MEMBER AND STAFF DIRECTORY

Idaho Association of Highway Districts (IAHD)

Chair: Kevin Renfrow , Commissioner South Latah Highway District 1415 American Ridge Road Kendrick, ID 83537	Rick Robinson , Commissioner Oakley Highway District 2020 S 275 W Oakley, ID 83346	Neal Gier , Commissioner Buhl Highway District 1455 E. 3800 N. Buhl, ID 83316
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Idaho Association of Counties (IAC)

Vice Chair: Todd Smith , Commissioner Madison County 134 E. Main Rexburg, ID 83440	Ted Lindsley , Commissioner Idaho County 320 West Main Street Grangeville, ID 83530	Mark Rekow , Commissioner Gem County 415 E. Main Street Emmett, ID 83617
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Idaho Association of Cities (AIC)

Secretary/Treasurer: Rod Plank , Mayor City of Kellogg 1007 McKinley Avenue Kellogg, ID 83837	Robert (BJ) Berlin , Mayor City of Roberts P.O. Box 242 Roberts, Idaho 83444	Kari Peterson , Mayor City of Fruitland 200 S. Whitley Fruitland, ID 83619
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Ex-Officio Members - Associations

Kelley Packer , Executive Director Association of Idaho Cities 3100 South Vista Avenue, Suite 201 Boise, ID 83705	Nick Veldhouse , Executive Director Idaho Association of Highway Districts 3100 Vista Avenue, Suite 202 Boise, ID 83705	Seth Grigg , Executive Director Idaho Association of Counties 3100 Vista Avenue, Suite 200 Boise, ID 83705
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LHTAC Staff - Direct Lines

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Craig Herndon Engineer Assistant CHernon@LHTAC.org Direct Line: (208) 530-7458	Lisa Popoff, P.E. Project Engineer LPopoff@LHTAC.org Direct Line: (208) 530-7459		

