Commission Meeting
Minutes and Minute Entries

Wednesday, August 7, 2024
Michael L. Brokaw Auditorium

Minutes and Minute Entries of the Commission Meeting of the Ada County Highway District held Wednesday, August 7, 2024 in the offices of the Ada County Highway District, 3775 Adams Street, Garden City, Idaho.

PRE-COMMISSION AGENDA - 11:30 A.M.

Commission Present in Person: Gold, Goldthorpe, McKinney, Hansen and Pickering
Staff Present in Person: Director Head, Price, Knauss, Lam, Berenger, Pestka, Tannler, Bevins, Carnegie, Little, Pecka, Bowers, Kuperus, Jarsky, Laws, Serdar, McCarthy, Castro, Madigan and Spencer
Staff Present via Zoom: Allison and Bjornestad
Public Present via Zoom: 1
Public Present in Person: 1

The Commission reviewed the Agenda. No official action was taken.

COMMISSION MEETING AGENDA - 12:00 P.M.

Commission Present in Person: Miranda Gold, Kent Goldthorpe, Dave McKinney, Jim Hansen and Alexis Pickering
Staff Present in Person: Director Ryan Head, Steve Price, Shari Knauss, Shandy Lam, Jennifer Berenger, Sherwin Pestka, Christine Tannler, Dyan Bevins, Lloyd Carnegie, Christy Little, Brian McCarthy, Dave Serdar, Seth Jarsky, Angel Castro, Conner Madigan and Stacey Spencer.
Staff Present via Zoom: Lisa Allison and Rachel Bjornestad
Public Present via Zoom: 1
Public Present in Person: 5

Commissioner Pickering called the meeting to order at 12:00 p.m. and welcomed everyone.

The Commission and Audience recited the pledge of allegiance.

ADOPT AGENDA - REQUEST FOR ADOPTION

A change to the originally published meeting agenda occurred less than forty eight (48) hours prior to the start of the meeting. The Commission is required to make a motion to approve the posted Amended Agenda. The Amended Agenda is effective upon the passage of the motion.

ACTION TAKEN: Kent Goldthorpe made a motion to adopt the agenda. Miranda Gold seconded.

Motion went to vote and carried unanimously.

CONSENT AGENDA - ACTION ITEMS

1. Minutes & Minute Entries

   Request for Approval

2. Linder Rd, Main St to Deer Flat Supplemental Agreement #2 ACHD Project No. 821042
   Request for Approval

3. Key No. 20006, FY2022 Pavement Preservation and ADA-Local, State and Local Agreement (SLA) with the Idaho Transportation Department
   Request for Approval

4. FY2025 Crack Sealing Material Piggyback Purchase Agreement
   Request for Approval

5. FY2025 Corrosion Inhibited Liquid Magnesium Chloride Piggyback Purchase Agreement MD2935
   Request for Approval

6. FY2024 Materials Spill Response Services Agreement MD-2922 Change Order
   Request for Approval

7. Release of Road Trust 18-0004
   Request for Approval

8. Headquarters DIRTT Walls Piggyback Purchase with HB Build Contract
   Request for Approval

ACTION TAKEN: Dave McKinney made a motion to Approve the Consent Agenda. Jim Hansen seconded.

Motion went to vote and carried unanimously.

REGULAR AGENDA ITEMS - ACTION ITEMS

1. **Presentation of Road Scholars and Road Masters by LHTAC:**

   LHTAC T2 Center presented Road Scholars and Masters.

N/A: Presentation Only.

2. **FY2024 - Q3 Impact Fee Program Balance:**
   Presentation by Staff

   Christine Tannler, ACHD Budget Manager, presented staff report.

N/A. Presentation Only.

3. **FY24 2nd Budget Adjustments:**
   Request for Approval

   Christine Tannler, ACHD Budget Manager, presented staff report.

Commissioner McKinney asked a question of Ms. Tannler. Ms. Tannler responded.

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Commissioner McKinney asked a question of Ms. Tannler. Ms. Tannler responded.

Ryan Head, ACHD Director, provided comment.

Commissioner McKinney asked a question of Director Head. Director Head responded.

ACTION TAKEN: Kent Goldthorpe made a motion to Approve FY2024 2nd Budget Adjustments as presented. Miranda Gold seconded.

Motion went to vote and carried unanimously.

4. Authorization / Order of Condemnation: Ustick and Black Cat Intersection, ACHD Project No. 322024, Parcel 7. Property Owner: Kerwin

Authorization and Order of Condemnation

Commissioner Pickering addressed the audience that this was a previous item deferred back to staff and the Public Hearing is still open.

Dave Serdar, ACHD Right of Way Supervisor, presented staff report.

Commissioner Goldthorpe asked a question of Mr. Serdar. Mr. Serdar responded.

Commissioner Goldthorpe asked a question of Mr. Serdar. Mr. Serdar responded.

Commissioner McKinney asked a question of legal staff.

Steve Price, ACHD General Counsel responded.

Commissioner Hansen asked a question of Mr. Serdar. Mr. Serdar responded.

Commissioner Hansen asked a question of Mr. Serdar. Mr. Serdar responded.

William Kerwin, owner, 3150 N Blackcat, Meridian, Idaho, testified.

Commissioner Pickering provided comment.

Mr. Price provided comment.

Commissioner Goldthorpe provided comment.

Mr. Price provided comment.

Commissioner Pickering closed the Public Hearing.

Commissioner McKinney provided comment.

ACTION TAKEN: Dave McKinney made a motion to Approve the Authorization and Order of Condemnation for the Ustick and Black Cat Intersection Project #322024, Parcel 7 as presented by staff. Kent Goldthorpe seconded.

Commissioner Hansen provided comment.

Commissioner Goldthorpe provided comment.

Motion went to vote and carried unanimously.

DISCUSSION ITEMS

Commissioner Pickering asked for any Public Comments, seeing none, Commissioner Pickering adjourned the meeting at 12:48 p.m.

POST-COMMISSION AGENDA - 12:58 P.M.

Commission Present in Person: Gold, Goldthorpe, McKinney, Hansen and Pickering
Staff Present in Person: Director Head, Price, Knauss, Lam, Berenger, Pestka, Tannler, Bevins, Carnegie, Little, Kuperus, Castro, Madigan and Spencer
Staff Present via Zoom: Inselman and Bjornestad
Public Present via Zoom: 1

1. FY2025/2026 Budget Publication Review

   Christine Tannler, ACHD Budget Manager, presented. No official action was taken.

2. EXECUTIVE SESSION

   Commissioner Gold made a motion to go into Executive Session under authority of Sections 74-206(1)(c) at 1:09 p.m., Commissioner Goldthorpe seconded. Roll Call Vote on Motion: Commissioner Goldthorpe voted aye; Commissioner McKinney voted aye; Commissioner Gold voted aye; Commissioner Hansen voted aye; Commissioner Pickering voted aye. Director Head, Steve Price, Shari Knauss, Dyan Bevins and Stacey Spencer were present in person. The purpose and topic of the Executive Session was to acquire an interest in real property which is not owned by a public agency. Commissioner Goldthorpe made a motion to go out of executive session at 1:19 p.m. Commissioner Hansen seconded the motion. Roll Call Vote on Motion: Commissioner Goldthorpe voted aye; Commissioner McKinney voted aye; Commissioner Gold voted aye; Commissioner Hansen voted aye; Commissioner Pickering voted aye. Motion carried unanimously.

Stacey L. Spencer, Secretary

Alexis Pickering, President

Alexis Pickering, President
Miranda Gold, Vice-President
Jim D. Hansen, Commissioner
Kent Goldthorpe, Commissioner
Dave McKinney, Commissioner

Administration

STAFF REPORT

TO:
FROM: Christine Tannler - Budget Manager - ctannler@achdidaho.org

SUBJECT: FY24 2nd Budget Adjustments

MEETING: **Commission Meeting - 07 Aug 2024**

ATTACHMENT(S):
2nd Adjustment packet updated

Alexis Pickering, President
Miranda Gold, Vice-President
Jim Hansen, Commissioner
Kent Goldthorpe, Commissioner
Dave McKinney, Commissioner

Date: July 30, 2024

To: ACHD Commissioners
Director Head

From: Christine Tannler - Budget Manager/Budget Committee Co-Chair
Dale Kuperus – District Engineer/ Budget Committee Co-Chair

Subject: FY24 – 2nd Budget Adjustment Review
August 7, 2024, Commission Meeting

Facts & Findings

The Budget Committee meets regularly to review the status of revenues and expenditures for the current budget year as well as review future needs of the district. Based on the status and data available for the FY2024 budget, the following adjustments to the budget are proposed.

Revenue

The adjusted revenue budget of $246.1 million is proposed to increase to $264.7 million in the second budget adjustments as follows:

Original Revenue Budget	231,844,700
1st Approved Adjustments	14,275,700
Approved Adjusted Revenue Budget	**246,120,400**
Proposed 2nd Adjustments	
Cost Share/Federal Aid Revenue Adjustments	(1,708,500)
Future Facility Reservation	16,297,100
Strategic Initiative Funding Adjustment	680,500
Increase in Interest Revenue	4,500,000
Misc. Revenue Adjustments	(400,000)
Commuteride Adjustments	(751,800)
Federal Grant (Vans) <$480k>	
Reduction of Cash Reserve Utilization <$149k>	
Proposed Revenue at 2nd Adjustments	**264,737,700**

Expenditures

The adjusted expenditure budget of $231.8 million is proposed to increase to $238.9 million as follows:

The adjusted Operational budget of $91.9 million is proposed to increase to $93.9 million as follows:

Original Operational Budget	92,494,400
1st Approved Adjustments	(597,286)
Approved Adjusted Operational Budget	**91,897,114**
Proposed 2nd Adjustments	
Workman's Compensation Adjustment	110,000
Fleet Adjustments	
Heavy Duty Repairs	211,500
Maintenance Equipment Adjustments	(309,400)
Sander Leg Kits - <$150k>	
Trash Compactor - Moved to FY25 <$80k>	
Mobile Equipment Adjustments	830,000
Purchased Sweepers (rather than lease) $747k	
Maintenance Adjustments	
Overtime/Temp Adjustments	480,000
Material - Chips	350,000
Winter Operations Adjustment	296,000
Misc. Operational Adjustments	56,590
Proposed Operational Budget	**93,921,804**

The Capital Project Budget of $107.1 million is proposed to decrease to $97.4 million as follows:

Original Capital Project Budget	105,601,200
1st Approved Adjustments	1,531,300
Approved Adjusted Capital Budget	**107,132,500**
Proposed 2nd Adjustments	
Rescheduled Projects to FY25 (see attached list)	(15,722,000)
Construction Adjustments	
Downtown Boise Implementation (2020) CCDC/Mi	1,305,000
Eagle Rd and State St	108,000
Lake Hazel Rd and Maple Grove Rd	831,000
Microseal (2024)	459,000
Safe Sidewalks (2024)	650,000
Traffic Signals New and Upgraded (2024)	900,000
Right-of-Way Adjustments	
Maple Grove Rd, Amity Rd / Victory Rd	675,000
Overland Rd and Linder Rd - Linder Rd Overpass Ph	362,000
Trestlewood Basin #1406 Expansion and Revegeta	350,000
Ustick Corridor A: Ustick Rd and Black Cat Rd	539,000
Misc. Capital Budget Adjustments	(208,600)
Proposed Capital Project Budget	**97,380,900**

The Capital Facilities Budget of $29.7 million is proposed to increase to $45.2 million as follows:

Original Capital Facilities Budget	30,600,000
1st Approved Adjustments	(900,000)
Approved Adjusted Capital Facilities Budget	**29,700,000**
Apple & Ustick Adjustment - Design	1,297,100
Cloverdale Decant Construction Rescheduled to FY25	(1,500,000)
TOC Construction Costs moved to FY25	(1,500,000)
Meeker HQ Purchase	16,500,000
Meeker HQ Remodel Costs	750,000
Proposed Capital Facilities Budget	**45,247,100**

The Commuteride Budget of $3.1 million is proposed to decrease to $2.3 million as follows:

Original Commuteride Budget	3,149,072
1st Approved Adjustments	(15,779)
Approved Adjusted Commuteride Budget	**3,133,293**
Proposed 2nd Adjustments	
Van Purchase	(740,000)
Misc. Commuteride Adjustments	(11,719)
Proposed Commuteride Budget	**2,381,574**

Summary of Expenditure Budget

Total Proposed Expenditures	
Proposed Operational Budget	93,921,804
Proposed Capital Project Budget	97,380,900
Proposed Capital Facilities Budget	45,247,100
Proposed Commuteride Budget	2,381,574
Total	**238,931,378**

Summary of FY24 2nd Budget Adjustments

Adjusted Revenue Budget	246,120,400
Adjustments	18,617,300
Total Proposed Revenue Budget	**264,737,700**
Expenditure Budget	
Operational	93,921,804
Capital Projects	97,380,900
Capital Facilities	45,247,100
~~Commuteride~~	2,381,574
Total Proposed Expenditure Budget	**238,931,378**
Variance	**25,806,322**
Rescheduled Projects into FY25	**17,222,000**
Future Facilities Reservation	**8,584,322**

Fiscal Impact

Approving the 2nd Budget Adjustments allows the continuation of projected expenses as they are currently programmed along with the commission's direction.

Recommendation

Approve the FY2024 2nd Budget Adjustments as outlined in this staff report and direct staff to reserve the $8.5 million variance into the Future Facilities Reservation to be used in future budgeting.

Vista Project #	Project Name	Cycle Year 1 Amount
224007	Meridian Bridge Improvements A: Star Rd Bridge #1092, 0.35 miles S/O US 20/26 (Chinden Blvd)	40,000
321053	Central Bench Improvements A: Rose Hill St and Owyhee St Mini Roundabout	153,000
523012	Ustick Corridor B: Ustick Rd, Owyhee Storm Ave / Black Cat Rd	134,000
823004	North/Northwest Boise Improvements A: Pierce Park Ln, Lucky Ln / Hill Rd	470,000
222015	Fairview Ave Bridge #2196 and #2197, Boise River	250,000
224008	Star Improvements A: Munger Rd Bridge #1005 and #2001, 1/2 mile S/O New Hope Rd	60,000
224005	Meridian Bridge Improvements A: Wells St Bridge #1224, 0.2 miles S/O Magic View Dr	40,000
823029	Central Bench Improvements B: Annett St, Malad St / Targee St	12,000
824029	Northwest Boise Improvements A: Collister Dr, State St / Hill Rd	204,000
323020	Cloverdale Corridor A: Amity Rd and Cloverdale Rd Roundabout	50,000
323017	Amity Corridor C: Amity Rd and Five Mile Rd	80,000
320012	Fairview Ave and Locust Grove Rd	25,000
319050	Lake Hazel Rd and Eagle Rd	5,130,000
524017	Cul-de-Sac Repair (2024)	16,000
521051	Kuna Pavement and Pedestrian Improvements (2025)	23,000
523013	Arterial & Collector Capital Maintenance (2024)	510,000
520031	Fairview Ave, Locust Grove Rd / SH 55 (Eagle Rd)	25,000
522038	Linder Rd, Overland Rd / Franklin Rd	500,000
523018	Cloverdale Corridor A: Cloverdale Rd, Amity Rd / Victory Rd	250,000
521043	Eagle Rd, Lake Hazel Rd / Amity Rd	5,989,000
320005	Central Bench Improvements A: Orchard St and Franklin Rd Accessible Pedestrian Signal	120,000
523038	Amity Corridor C: Amity Rd, Five Mile Rd / Maple Grove Rd	80,000
	Garden City Improvements A: Osage St, 32nd St / 46th St	40,000
822045	Emerald St, Camelot Dr / Raymond St	150,000
521060	Residential Pavement and Pedestrian Improvements (2026)	6,000
323019	Ustick Corridor B: Ustick Rd and McDermott Rd	97,000
321045	Amity Corridor A: Amity Rd and Locust Grove Rd	25,000
822036	Central Bench Improvements A: Rose Hill St Temporary Traffic Calming, Roosevelt St / Vista Ave	60,000
824027	State St Corridor Improvements B: State St, 08th St / 04th St	738,000
823032	North Boise Pavement and Pedestrian Improvements: 08th St, N/O Union St / Lemp St	91,000
823033	North Boise Pavement and Pedestrian Improvements: 09th St, Fort St / N/O Heron St	93,000
524022	Maintenance Slurry Seal (2024)	110,000
	Garden City Improvements A: Stockton St, 32nd St / 45th St	40,000
824021	Southwest Boise Improvements A: Desert Ave, Latigo Dr / Cole Rd	90,000
221019	Mallard Ave Bridge #1339, 650' W/O Parkcenter Blvd	21,000
	Total Capial Project Rescheduled Funds	**15,722,000**
915001.003	ACHD Cloverdale Maintenance Site	1,500,000

	Total Capial Facilities Rescheduled Funds	**1,500,000**