



Local Highway Technical Assistance Council

3330 W. Grace Street, Boise, Idaho 83703
(208) 344-0565 FAX (208) 344-0789
1-800-259-6841 – www.lhtac.org

Lawrence (Dick) Edinger
Chairman

Lan Smith
Vice Chairman

Mac Pooler
Secretary/Treasurer

Lance Holmstrom, M.U.P.
Local Highway Administrator

3/23/2011

Polley Hulsey
City of Kimberly
PO Box Z
Kimberly, ID 83341

RECEIVED
BY JAK DATE 3/1/11

RE: Local Rural Highway Investment Program 2012 **Construction Project**

Dear Polly,

Congratulations. Your Local Highway Jurisdiction has been recommended for funding under the Local Rural Highway Investment Program for your Construction Project on Main Street between the railroad tracks and Center Street which is a Federal-Aid Match Project. The 2012 year begins October 1, 2011 and money for this project may be available as early as March 2012.

You will be receiving a check for \$100,000.00 to be used for your project, if and when the Federal appropriation is made. Keep in mind any funds received by any one (1) Jurisdiction in an amount greater than \$50,000 shall be used for contracting out to private enterprise for the work or project to be accomplished. You also must comply with Idaho Code Sec. 67-2309, 67-2320, 67-2803 to 67-2808 and Title 54, Chapter 19. . **Funds cannot be used for wages, engineering services or equipment purchases.** Engineering services can be paid from LRHIP funds only when used as a match for a Federal-aid project (with an assigned key number).

Funds granted shall be spent in the year they are applied for and on the project specified in the application. Recipients will be required to notify LHTAC in the event that project expenditures require modification and differ from that shown on the approved application. A letter requesting an extension is also necessary if not completed before October 1, 2012.

The Local Highway Technical Assistance Council has a responsibility to report to the IT Board and evaluate the Local Rural Highway Investment Program and LHTAC staff will use the following requirements for this purpose.

- 1) Recipients will be required to provide documents on project expenditure and activities, plan, etc.
- 2) Recipients may be requested to provide on-site project review with LHTAC staff.
- 3) Recipients will be required to provide before and after digital photos.

Council Members

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East Side Highway District

Commissioner Clark Kauffman
Filer Highway District

Commissioner Dan Schaeffer
Hillsdale Highway District

Idaho Association of Counties
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Stuart Davis, Executive Director
Idaho Association of Highway Districts

Tony Poinelli, Deputy Director
Idaho Association of Counties

Ken Harward, Executive Director
Association of Idaho Cities

Any excess funds that cannot be used on eligible expenses must be returned to LHTAC for other projects in the State. If you receive any other grants or reimbursements on this project along with the LRHIP grant that are in excess of the total cost of the project, then these excess funds also need to be returned to LHTAC for other projects in the State.

Complete the Project Documentation Summary form and have it signed by your Chairman once the project is completed. We request that you include before and after pictures either in .jpg format or hard copy at the completion of the project and invoices of eligible expenditures charged to the project and return to:

LHTAC
Attn: Jim Zier
3330 Grace Street
Boise, ID 83713-5836

The LHTAC Council approved a policy that all jurisdictions that have not submitted project documentation summaries for their completed projects by October 1 not be eligible for 2013 grants, all jurisdictions that have not submitted extension requests by September 30 for their incomplete projects not be eligible for 2013 grants, and all jurisdictions that have not submitted extension requests or project documentation summaries by the December Council Meeting will be sent a letter on repayment of grant and not be eligible for new grants until they are received.

Please insure these guidelines are followed carefully and the projects well managed so that this program can continue on as planned for many years to come.

Feel free to contact LHTAC if you have any questions or concerns.

Sincerely



Jim Zier

Asset Manager