

A G E N D A

Regular Meeting
of the Idaho Transportation Board

January 16, 2014

Idaho Transportation Department
Auditorium
3311 West State Street
Boise, Idaho

Time*

8:00 **EXECUTIVE SESSION** (Motor Vehicles' conference room)
 PERSONNEL ISSUES [SECTION 67-2345(a), (b)]
 LEGAL ISSUES [SECTION 67-2345(c), (d), (f)]

10:45 **BOARD MINUTES** –December 11, 2013

BOARD MEETING DATES

February 19-20, 2014 – Boise
March 19-20, 2014 – Boise
April 23-24, 2014 – District 2 (tentative location)

CONSENT CALENDAR

Add railroad-ITD mitigation strategy to FY14 of the program
Transit program changes requested by Valley Regional Transit and
Community Planning Association of Idaho to FY14
Sandpoint Long Bridge planning study
Designation of an expressway – US-95, Lewiston to Thorncreek Road
and proposed Thorncreek Road to Moscow

INFORMATIONAL CALENDAR

Monthly financial statements
Non-construction professional service contracts
FY15 Program update – funding level assumptions and highlights
Status: FY15 appropriation request
Contract award information
Professional services agreements and term agreements work task report
Annual report on outdoor advertising sign status
Administrative and legal settlements of right-of-way acquisitions

10:50 **LEGISLATIVE REPORT**

AGENDA ITEMS

11:05 Analysis of 24/7 sobriety system proposal

11:15 **DIRECTOR'S REPORT**

12:00 **LUNCH** (informal lunch with Aeronautics Advisory Board; Room 212)

AGENDA ITEMS, continued

1:00 Aeronautics Division and Advisory Board annual report

1:50 **DELEGATION:** Pacific Northwest Economic Region - Gloria Totoricaguena

AGENDA ITEMS, continued

2:20 Public Transportation Advisory Council Board Policy

2:35 **POLICY INTRODUCTION:**

- Board Policy 4019 Equal Employment Opportunity and Fair Employment Practices (formerly B-18-07 and B-18-09)
- Administrative Policy 5019 Equal Employment Opportunity and Fair Employment Practices
- Board Policy 4033 Workplace Violence (formerly B-23-03)
- Administrative Policy 5033 Workplace Violence
- Board Policy 4055 Harassment in the Workplace (formerly B-18-10)
- Administrative Policy 5055 Harassment in the Workplace.
- Board Policy 4056 Employee Safety and Risk Management Program (formerly B-23-01)
- Administrative Policy 5056 Employee Safety and Risk Management

2:55 **ADMINISTRATIVE POLICY REVIEW:**

- Administrative Policy 5520 Internship Program
- Administrative Policy 5521 Standard and Flextime Work Schedules
- Administrative Policy 5522 Background Check
- Administrative Policy 5523 Alcohol and Drug-Free Workplace
- Administrative Policy A-06-44 Workplace Accommodations
- Administrative Policy A-18-08 Return to Work

3:15 **OLD/NEW BUSINESS**

3:20 **ADJOURN** (estimated time)

*All listed times are estimates only. The board reserves the right to move agenda items and adjust the time schedule.

A G E N D A

Regular Meeting
of the Idaho Transportation Board

February 19, 2014

Idaho Transportation Department
Auditorium
3311 West State Street
Boise, Idaho

Time*

8:00

ELECTION OF VICE CHAIRMAN
and review Subcommittee assignments

BOARD MINUTES –January 16, 2014

8:05

BOARD MEETING DATES
March 19-20, 2014 – Boise
April 16, 2014 – District 2 (tentative location)
May 21-22, 2014 – District 5 (tentative location)

CONSENT CALENDAR

Trucking Advisory Council – membership extension/appointment
Add transit, Texas A & M Transportation Institute project to FY14
Program changes requested by Community Planning Association of
Southwest Idaho to FY14 STIP
Changing grouping classification of all COMPASS projects
Transit program changes requested by Valley Regional Transit and
COMPASS to FY14
Add US-95, Curve Flattening Milepost 172-174, Adams County to FY16
Add expediting project delivery SHRP2 to FY14

INFORMATIONAL CALENDAR

Non-construction professional service contracts
Contract award information
Professional services agreements and term agreements work task report
Report of speed minute entry changes for December and January

8:10

DIRECTOR'S REPORT

AGENDA ITEMS

8:40

Innovative Business Practices Team Presentation

8:55

LEGISLATIVE REPORT

AGENDA ITEMS, continued

9:10

Federal Lands Access Program update

9:20

IPLAN – data discussion

9:35

BREAK

AGENDA ITEMS, continued

9:55

Impaired driving in Idaho

11:55

EXECUTIVE SESSION (MV conference room; working lunch)

AGENDA ITEMS, continued

- 2:15** Monthly financial statements
2:30 Annual report on Human Resources activities
3:00 Annual report on Wellness Program

3:10 POLICY REVIEW

- Board Policy 4051 Use of Department Facilities and Equipment
Admin. Policy 5051 Use of Department Facilities and Equipment
Board Policy 4019 Equal Employment Opportunity and Fair
Employment Practices (formerly B-18-07 and B-18-09)
Administrative Policy 5019 Equal Employment Opportunity and
Fair Employment Practices
Board Policy 4055 Harassment in the Workplace (formerly B-18-10)
Administrative Policy 5055 Harassment in the Workplace.

3:20 POLICY INTRODUCTION

- Board Policy 4057 Release of Department Information to the Media
(formerly B-20-01)
Administrative Policy 5057 Release of Department Information to the Media
Board Policy 4058 Groundbreaking and Dedication Ceremonies
(formerly B-20-02)
Admin. Policy 5058 Groundbreaking and Dedication Ceremonies

3:25 NEW POLICY INTRODUCTION

- Board Policy 4048 Freight Advisory Committee
Administrative Policy 5048 Freight Advisory Committee

3:30 OLD/NEW BUSINESS

- Administrative Policy A-28-03, Funding Decision and Appeal
Process for Division of Public Transportation Mobility Projects

3:35 ADJOURN

*All listed times are estimates only. The board reserves the right to move agenda items and adjust the time schedule.

AGENDA

Special Meeting of the Idaho Transportation Board

March 7, 2014

12:30 PM

Idaho Transportation Department
Room 200
3311 West State Street
Boise, Idaho

Call Meeting to Order

Executive Session

Personnel Issues [Section 67-2345(a), (b)]

Legal Issues [Section 67-2345(c), (d), (f)]

Old/New Business

Idaho Transportation Board

129,000 Pound Truck Route Subcommittee

March 7, 2014

Idaho Transportation Department
3311 West State Street
Boise, Idaho

Room 200

10 AM

Review Procedures Manual

Review form

Review draft Board Policy

Additional considerations/items of business

- Notify landowners?

Update on allowing 129,000 on Idaho's interstate system

Adjourn

Administrative Policy 5514 Decision Process for Funding Division of
Transportation Performance Public Transportation Projects

- 11:55** **POLICY INTRODUCTION**
Board Policy 4062 Port of Entry Program (formerly B-31-01)
 Administrative Policy 5062 Port of Entry Program
Board Policy 31-02 Roving Port of Entry Program
 Administrative Policy A-31-02 Roving Port of Entry Program
Board Policy 31-03 Joint Ports of Entry
 Administrative Policy A-31-03 Joint Ports of Entry
Board Policy 31-04 Commission of Department Employees as Peace Officers
 Administrative Policy A-31-04 Commission of Employees as Peace Officers
Board Policy 31-05 Emergency Vehicle Operations
 Administrative Policy 31-05 Emergency Vehicle Operations
Board Policy 31-06 Permit Vendors
 Administrative Policy 31-06 Permit Vendors
Board Policy 4063 129,000 Pound Vehicle Truck Routes
- 12:00** **ADMINISTRATIVE POLICY REVIEW**
 Administrative Policy 5525 Medical Testing for Employment (formerly A-23-02)
- 12:05** **EXECUTIVE SESSION** (Motor Vehicles conference room; working lunch)
 PERSONNEL ISSUES [SECTION 67-2345(a), (b)]
 LEGAL ISSUES [SECTION 67-2345(c), (d), (f)]
- 1:45** **WORKSHOP: FY15-19 Program Update** (East Annex Conference Room)
- AGENDA ITEMS, Continued**
- 4:45** Allocations for FY15-19 Program Update
- 4:50** **OLD/NEW BUSINESS**
- 4:55** **ADJOURN** (estimated time)

*All listed times are estimates only. The board reserves the right to move agenda items and adjust the time schedule.

Idaho Transportation Board
Subcommittee on
State Highway System Adjustments

March 20, 2014

10:00 AM

Idaho Transportation Department
3311 West State Street
Boise, Idaho

Room 200

Proposed Policy Revisions

Board Policy B-09-06, State Highway System Adjustments
Administrative Policy A-09-06, State Highway System Adjustments

House Bill 619

Old/New Business

Adjourn

AGENDA

Regular Meeting of the
Idaho Transportation Board

April 16, 2014

District 2 Office
2600 Frontage Road
Lewiston, Idaho

Time*

8:00 BOARD MINUTES – March 19, 2014

BOARD MEETING DATES

May 21-22, 2014 – District 5

June 18-19, 2014 – District 3

July 10-11, 2014 – District 1

CONSENT CALENDAR

FY14 out-of-state travel budget – revised
Adjust Transportation Management Area - Transportation Alternatives Program
Delay three Public Transit projects from FY13 to FY14
Trucking Advisory Council membership extension/appointment correction
Add two National Summer Transportation Institute Discretionary
Grants to FY14 in the Program
Add US-91, Agency Road Partnership to FY14 in the Program

INFORMATIONAL CALENDAR

Monthly financial statements
Non-construction professional service contracts
Contract award information
Professional services agreements and term agreements work task report
Report of speed minute entry changes for March 2014

8:05 DIRECTOR'S REPORT

8:50 ADOPT-A-HIGHWAY PRESENTATION: Avon Busy Bees

8:55 POLICY INTRODUCTION

Board Policy 4064 Classification and Maintenance of State-owned
and/or Operated Airports (formerly B-27-05)
Administrative Policy 5064 Classification and Maintenance of
State-owned and/or Operated Airports
Board Policy 4065 Acquisition and Closure of State Airports (formerly B-27-08)
Administrative Policy 5065 Acquisition and Closure of State Airports
Board Policy 4066 Airport Caretakers (formerly B-27-09)
Administrative Policy 5066 Airport Caretakers
Board Policy 4059 ITD System and Information Security
Administrative Policy 5059 ITD System and Information Security

AGENDA ITEMS

9:15 Public Transportation Advisory Council annual update

9:30 Administrative Rule 39.03.16 Governing Oversize Permits for Non- reducible Vehicles and/or Loads

9:40 BREAK

AGENDA ITEMS, continued

9:55 Adjustments to FY14 and FY15 Idaho Transportation Improvement Program

10:05 Allocations for FY15-19 Program Update

10:10 Staff capacity analysis

10:40 PRESENTATION – US-95, Lewiston Hill Arrester Bed Replacement of Ramp #3

11:00 DISTRICT 2 REPORT

11:15 DELEGATION: Valley County, Commissioner Gordon Cruickshank

11:30 DELEGATION: City of Moscow, City Supervisor Gary Riedner

11:40 EXECUTIVE SESSION (working lunch)
PERSONNEL ISSUES [SECTION 67-2345(a),(b)]
LEGAL ISSUES [SECTION 67-2345(c),(d),(f)]

1:40 OLD/NEW BUSINESS

1:45 ADJOURN

DEPART: travel US-95 north; SH-8 west

JOINT MEETING

Washington Transportation Commission
Pullman City Hall; Council Chambers
325 SE Paradise Street, Pullman, WA

3:00 Introductions and Brief Overview of Roles

3:20 Pullman/Moscow Regional Airport Operations

4:00 Columbia/Snake River Ports of Commerce

*All listed times are in local time and are estimates only. The Board reserves the right to move agenda items and adjust the time schedule.

A G E N D A

Regular Meeting and District 5 Tour of the Idaho Transportation Board

May 21-22, 2014

May 21, 2014

Time*

DISTRICT 5 TOUR

8:20 Depart AmeriTel Inn, 1440 Bench Road, Pocatello
Arrive at Blackfoot Airport, pick up passengers and meet with
9:00 Blackfoot airport officials
9:30 Depart Blackfoot, US-91 north
10:00 Arrive Shelley City Hall; meet with city officials
10:20 Depart Shelley, US-91
10:35 Arrive Country Club Road intersection; overview on project
10:50 Depart Country Club Road intersection, I-15 south and SH-39 south
12:00 Arrive Fairview Inn; meet with Power County Commissioners
12:30 Lunch at Fairview Inn
1:15 Depart Fairview Inn, SH-39 south
1:30 Arrive Magnida; tour facility
2:00 Depart Magnida facility, SH-39 south
2:15 Arrive American Falls City Hall; meet with city officials
2:45 Depart City Hall; tour American Falls Down Town street project
3:15 Depart American Falls, I-86 east
3:45 Arrive Pocatello Airport; meet with airport officials
4:30 Depart Pocatello airport, I-84 east
4:45 Arrive AmeriTel Inn, Pocatello, tour ends

May 22, 2014

Idaho State University
Student Union Building
Salmon River Room
South 8th Avenue
Pocatello, Idaho

8:00 **BOARD MINUTES** – April 16, 201

BOARD MEETING DATES

June 18-19, 2014 – District 3
July 10-11, 2014 – District 1-2 tour; meeting in District 1
August 20-21, 2014 – District 3-4 tour; meeting in District 4

CONSENT CALENDAR

FY15 Out-of-State Travel
Delay Cheney Drive, Washington Street to North College Road to FY15
Delay Kootenai County base scheduling system to FY14
Add Shoshone-Bannock Tribes operating to FY14

INFORMATIONAL CALENDAR

FY15-18 Strategic Plan for the Division of Financial Management
Monthly financial statements
Non-construction professional service contracts
Contract award information
Professional services agreements and term agreements work task report

8:05 DIRECTOR'S REPORT

8:50 ADOPT-A-HIGHWAY PRESENTATION: Fackrell Health Care

AGENDA ITEMS

8:55 Public Transportation Advisory Council annual update
9:10 Pullman-Moscow Airport realignment resolution
9:15 GARVEE Program – revised FY14 Working Plan Summary
9:25 Alternative contracting project nominations and deletions

9:40 BREAK

AGENDA ITEMS, continued

10:00 FY14 Board State-funded unallocated account balance
10:05 Spending plan for HB547 – Cigarette tax revenue
10:10 Positive Community Norms Highway Safety project update
10:20 Highway Safety Performance Plan for federal fiscal year 2015
10:30 2025 Idaho State Highway functional classification update
10:50 District 5 usage of IPLAN

11:10 DISTRICT 5 REPORT

11:25 POLICY INTRODUCTION

Board Policy 4060 Functional Classification of State Highway Systems
Administrative Policy 5060 Functional Classification of
State Highway Systems
Board Policy 4069 Corridor Planning for Idaho Transportation Systems
Administrative Policy 5069 Corridor Planning for Idaho Transportation Systems
delete B-09-03, Numbering of State Highways
delete A-09-03, Numbering of State Highways
delete A-01-04, Enterprise Information Strategy

11:35 POLICY REVISIONS

Board Policy 4001 Authority to Sign Contracts, Agreements, and
Grants and Requirements to Report Certain Contracts
Board Policy 4011 Idaho Transportation Investment Program
Administrative Policy 5011 Idaho Transportation Investment Program

11:45 EXECUTIVE SESSION (working lunch)
PERSONNEL ISSUES [SECTION 67-2345(a),(b)]
LEGAL ISSUES [SECTION 67-2345(c),(d),(f)]

1:45 DELEGATION: Jim Garza, White Pine County, Nevada

3:00 OLD/NEW BUSINESS

- Board Subcommittee on 129,000 Pound Routes meetings

3:10 ADJOURN (estimated time)

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A G E N D A

Workshop and Regular Meeting
of the Idaho Transportation Board

June 18-19, 2014

June 18, 2014

Workshop
District 3 Office
8150 Chinden Boulevard
Boise, Idaho

Time*

- 1:30** **Introduction**
- 1:35** **Budget Briefing: FY16 draft budget request**
- Program Briefing**
- 1:55** Draft FY15-19 Idaho Transportation Improvement Program
- 2:10** Transit and Community Choices for Idaho
- 2:30** Aeronautics
- 2:45** Next Steps
- 2:50** **Discussion and Final Questions**
- 2:55** **Wrap-Up**

June 19, 2014

Business Meeting
District 3 Office
8150 Chinden Boulevard
Boise, Idaho

- 8:00** **BOARD MINUTES – May 21-22, 2014**

BOARD MEETING DATES

July 10-11, 2014 – District 1-2 tour; meeting in District 1
August 20-21, 2014 – District 3-4 tour; meeting in District 4
September 17-18, 2014 – District 6

CONSENT CALENDAR

Adjust Highway Programs – June 2014
Adjust Transit Programs – June 2014
Revise Coeur d’Alene Riverstone Transit Center funding
FY15-18 Strategic Plan for the Division of Financial Management
Annual update of Safety Rest Areas and Oasis Partnerships

INFORMATIONAL CALENDAR

Monthly financial statements

Non-construction professional service contracts
Contract award information
Professional services agreements and term agreements work tasks report

8:05 DIRECTOR'S REPORT

AGENDA ITEMS

8:50 Results of the Organizational Culture Survey

9:15 **ADOPT-A-HIGHWAY PRESENTATION:** Christian Children's Ranch
and Ada County Sheriff's Inmate Labor Group

9:25 **DELEGATION** – Valley Regional Transit

9:40 **DELEGATION** – Ada County Highway District, Commuter Ride

9:55 **BREAK**

10:10 **DELEGATION** – Golden Gate Highway District

10:15 **DELEGATION** – Idaho Transportation Coalition

AGENDA ITEMS, continued

10:45 Excellence in Transportation Awards

12:00 **EXECUTIVE SESSION** (Working lunch)
PERSONNEL ISSUES [SECTION 67-2345(a),(b)]
LEGAL ISSUES [SECTION 67-2345(c),(d),(f)]

AGENDA ITEMS, continued

1:30 Idaho Airport Aid Program State Fiscal Year 2015

1:45 Highway Safety Plan Federal Fiscal Year 2015

2:15 Proceed with public involvement for draft FY15-19 ITIP

2:20 2015 proposed legislative concepts

2:40 **DISTRICT 3 REPORT**

2:55 **POLICY INTRODUCTION**

Board Policy B-05-27, Volunteer Activities

Administrative Policy A-05-27, Volunteer Activities

Board Policy 4070 Crossings of State Highways by Vehicles not Included or
Exempted from the Motor Vehicle Registration Provisions of Title 49,
Chapter 4, Idaho Code (formerly B-12-21)

Administrative Policy 5070, Crossings of State Highways, etc.

Board Policy 4071 Irregularities on Contract Bids (formerly B-14-09)

Administrative Policy 5071 Irregularities on Contract Bids

3:05 **POLICY REVIEW/APPROVAL** (introduced in May)

Board Policy 4069 Corridor Planning for Idaho Transportation Systems
(formerly B-09-04)

Administrative Policy 5069 Corridor Planning for Idaho Transportation Systems

3:15 **OLD/NEW BUSINESS**

3:20 **ADJOURN** (estimated time)

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Idaho Transportation Board
Subcommittee on
State Highway System Adjustments

June 18, 2014

8:00 AM

Idaho Transportation Department
3311 West State Street
Boise, Idaho

Room 200

- 1. Idaho Transportation Department Systems Manual**
- 2. Proposed Additions and Deletions Request Form**
- 3. Proposed Policy Revisions**
Board Policy B-09-06, State Highway System Adjustments
Administrative Policy A-09-06, State Highway System Adjustments
- 4. Update on Banks to Lowman Highway**
- 5. Old/New Business**
- 6. Adjourn**

Idaho Transportation Board Subcommittee on
State Highway System Adjustments

June 18, 2014

Idaho Transportation Board (ITB) Subcommittee on State Highway System Adjustments Chairman Lee Gagner and ITB Member Dwight Horsch met at 8 AM on Wednesday, June 18, 2014 at the Idaho Transportation Department, Boise, Idaho. Chief Engineer (CE) Dave Jones, Deputy Attorney General (DAG) Larry Allen, Executive Assistant to the Board Sue Higgins, and Planning Services Engineer (PSE) Erika Bowen were present.

Systems Manual. PSE Bowen presented the proposed Idaho Transportation Department Systems Manual, outlining the process for highway system adjustments and the evaluation criteria to analyze routes.

When evaluating routes, Member Horsch asked if consideration is given to the future use of a highway. PSE Bowen responded that long-range planning is not a factor; however, there is an economic factor that includes consideration for existing or proposed freight corridors. She added that corridor plans could be reviewed and how the highway is expected to function in the future could be considered.

Chairman Gagner supported considering the route's future functionality as part of the criteria.

ITB Member Julie DeLorenzo and Vice Chairman Jim Coleman joined the meeting at this time.

Member DeLorenzo asked if more weight is given to a system adjustment if another party contributes funding. CE Jones said no; however, he believes negotiations should be part of the consideration. Financial contributions could include the acquisition of right-of-way. Chairman Gagner concurred.

DAG Allen summarized Idaho Code requirements for public hearings, which are not addressed in the manual.

PSE Bowen summarized the direction of the Subcommittee: include the route's future capacity and projected average daily traffic and cost-sharing as part of the criteria and expand the economic criteria to include the purpose of the route (i.e. freight corridor) and whether the route is of regional significance. The manual will also be revised to address the public hearing requirements.

PSE Bowen also presented the proposed "Additions and Deletions Request Form" to initiate modifications to the state highway system.

ACTION: Revise/finalize manual: Bowen

DUE: August 2014

Revisions to Board and Administrative Policies B-09-06 and A-09-06, State Highway System Adjustments. PSE Bowen highlighted revisions to the board and administrative policies since the March meeting. The changes were not substantive. She asked if the Subcommittee would like to retain language regarding the Subcommittee being involved in negotiations. The consensus was to remove the Subcommittee from the negotiations process and to let the Districts take the lead on that.

Chairman Gagner thanked PSE Bowen for her efforts on the manual and policies.

ACTION: Revise/finalize policies: Bowen

DUE: August 2014

Update on Banks to Lowman Highway. CE Jones said the Department received a letter from Boise County, stating the physical improvements are nearing completion on the first segment of the Banks to Lowman Highway. Based on the cooperative agreement, the County believes the state should prepare to assume jurisdiction of the first segment. CE

Jones said the Davies Bridge project is complete; however, the County still needs to provide right-of-way documents. He believes the cooperative agreement should be revised, as it states that ITD will pay the County to maintain the highway. District 3 prefers maintaining the route and has been preparing for that. He will continue to keep the Subcommittee apprised of this issue.

ACTION: Negotiate with Boise County: Jones

DUE: October 2014

New Business. CE Jones reported that no petitions have been received requesting ITD assume responsibility for the maintenance of a local route that provides the only practical access to a city, town, or other residential area (per House Bill 619).

The meeting adjourned at 8:55 AM.

signed

Respectfully submitted by:
SUE S. HIGGINS
Executive Assistant & Secretary
Idaho Transportation Board

Idaho Transportation Board

129,000 Pound Truck Route Subcommittee

June 18, 2014

Idaho Transportation Department
District 3
8150 Chinden Boulevard
Boise, Idaho

Large Conference Room

3:30 PM

1. **Process overview/discussion**
2. **Case #201402: SH-77**
Chief Engineer's Analysis and Recommendation
Discussion/decision
3. **Case #201403: SH-25, Milepost 52.45 – 58**
Chief Engineer's Analysis and Recommendation
Discussion/decision
4. **Case #201404: SH-25, Milepost 37.57 – 46.02**
Chief Engineer's Analysis
Discussion/decision
5. **Review Public Comments**
6. **Old/New Business**
7. **Adjourn**

AGENDA

Regular Meeting and Districts 1 and 2 Tour of the Idaho Transportation Board

July 10-11, 2014

July 10, 2014

Time*

DISTRICT 1 AND 2 TOUR

7:50 Depart District 2 Office, 2600 Frontage Road, Lewiston
7:55 Arrive Port of Lewiston; meet with officials
8:30 Depart Port of Lewiston, US-95 north
9:00 Arrive Vantage Point, Zietler Road to Cameron Road
9:15 Travel US-95, north
9:25 Arrive Intermodal Transit Center, Moscow
10:25 Depart Moscow, US-95 north
10:50 Arrive Potlatch City Hall; meet with officials
11:20 Depart Potlatch, US-95 north
12:05 Arrive Plummer Maintenance Shed; lunch
1:30 Depart Plummer, US-95 north
2:30 Arrive Ground Force, 5650 E. Seltice Way, Post Falls; tour facility
3:30 Depart Ground Force
3:40 Arrive Holiday Inn Express, Coeur d'Alene; tour ends

July 11, 2014

District 1 Office
600 West Prairie Avenue
Coeur d'Alene, Idaho

8:00 **BOARD MINUTES** – June 18-19, 2014

BOARD MEETING DATES

August 20-21, 2014 – Districts 3/4 tour and meeting in District 4
September 17-18, 2014 – District 6
October 15, 2014 – Boise

CONSENT CALENDAR

District 5 Public Transportation Advisory Council member appointment
Approval of contract awards

INFORMATIONAL CALENDAR

Monthly financial statements
Non-construction professional service contracts
Annual report of activities to the Board of Examiners

Contract award information
Professional services agreements and term agreements work tasks report
Report of speed minute entry changes for June 2014
Administrative and legal settlements in right-of-way acquisitions

- 8:05** **DIRECTOR'S REPORT**
- 8:50** **ADOPT-A-HIGHWAY AWARD:** Idaho Forest Group
- 8:55** **DELEGATION** – City of Oldtown, Mayor Lonnie Orr
- 9:05** **DELEGATION** – City of Ponderay, Mayor Carol Kunzeman
- 9:10** **DELEGATION** – City of Sandpoint, Mayor Carrie Logan
- 9:30** **DELEGATION** – Bonner County Area Transportation Team, Chairman Glen Bailey
- 9:35** **DELEGATION** – City of Bonners Ferry, Mayor David Anderson
- AGENDA ITEMS**
- 9:40** District 1 Public Transportation Advisory Council annual update
- 10:00** **BREAK**
- AGENDA ITEMS, continued**
- 10:20** 2015 proposed legislative ideas
- 10:40** Rules Governing Safety Rest Areas - IDAPA 39.03.50,
- 10:45** Additional 129,000 pound designated routes in District 4
- 10:55** **DISTRICT 1 REPORT**
- 11:10** **EXECUTIVE SESSION** (working lunch)
 PERSONNEL ISSUES [SECTION 67-2345(a),(b)]
 LEGAL ISSUES [SECTION 67-2345(c),(d),(f)]
- AGENDA ITEMS, continued**
- 12:35** Proposed changes to interstate speed limits
- 12:50** **OLD/NEW BUSINESS**
- 12:55** **ADJOURN** (estimated time)

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A G E N D A

Regular Meeting and Districts 3 and 4 Tour of the Idaho Transportation Board

August 20-21, 2014

Time*

August 20, 2014

DISTRICT 3 AND 4 TOUR

- 9:30** Depart ITD Headquarters, 3311 West State Street, Boise;
travel SH-44 west and SH-55 north
- 10:30** Arrive Banks; travel east on Banks-Lowman Highway
- 11:00** Rock scaling presentation
- 12:00** Arrive Lowman maintenance shed, lunch and avalanche presentation
- 1:45** Depart Lowman, SH-21 north
- 2:15** Rest stop and field discussion on avalanches
- 2:45** Continue north on SH-21
- 3:15** Arrive Stanley Airport; overview on facility
- 4:00** Arrive motel in Stanley; tour ends

August 21, 2014

Community Center
Stanley, Idaho

- 8:00** **BOARD MINUTES** – July 10-11, 2014

BOARD MEETING DATES

- September 17-18, 2014 – District 6
October 15, 2014 – Boise
November 12-13, 2014 – Boise

CONSENT CALENDAR

- FY14 Account Write Off
Adjust Lewis/Clark Valley Metropolitan Planning Organization and Community
Planning Association of Southwest Idaho (COMPASS) Transit Programs
Adjust the COMPASS Surface Transportation Program Urban Program
Temporary and Proposed Rule Changes 39.02.03 Rules Governing
Dealer's Principal Place of Business
Proposed Rule Changes 39.02.03 Rules Governing Dealer's Principal
Place of Business
2025 Idaho state highway functional classification update

INFORMATIONAL CALENDAR

- Performance Measurement Report for Division of Financial
Management and Legislative Services Office

Summary of FY14 budget vs. actual out-of-state travel
Return check report for FY14
Contract award information
Professional services agreements and term agreements work tasks report
FY14 federal aid end-of-year plan for ITD infrastructure work
FY14 federal aid end-of-year plan for local public agencies

8:05 DIRECTOR'S FY14 STRATEGIC PLAN END-OF-YEAR REPORT

9:35 ADOPT-A-HIGHWAY AWARD: Buhl Mennonite Youth Group

9:40 BREAK

AGENDA ITEMS, continued

9:55 Rules Governing Safety Rest Areas - IDAPA 39.03.50

10:00 New Board Policy addressing the use of Board Unallocated Fund

10:05 FY14 redistribution plan

10:20 DISTRICT 4 REPORT

AGENDA ITEMS, continued

10:35 State fiscal year 2014 financial statements and program obligations

10:50 State fiscal year 2016 budget

11:15 EXECUTIVE SESSION (working lunch)

PERSONNEL ISSUES [SECTION 67-2345(a),(b)]

LEGAL ISSUES [SECTION 67-2345(c),(d),(f)]

AGENDA ITEMS, continued

3:00 Public Transportation Advisory Council annual update – District 4
and I-Way Leadership Award

3:15 Public Transportation Advisory Council District 3 member appointment

3:20 2015 draft legislation

3:30 POLICY INTRODUCTION

Board Policy 4068 Division of Motor Vehicle/County Automated
Systems (formerly B-30-03)

Administrative Policy 5068 DMV/County Automated Systems

Board Policy 4072 Overlegal Permit Operations (formerly B-31-07)

Administrative Policy 5072, Overlegal Permit Operations.

Board Policy 4073 Registration, Fuel and Mileage Tax, and the
Cost of Overlegal Permit Exemptions (formerly B-31-08)

Administrative Policy 5073 Registration, Fuel and Mileage Tax, etc.

Board Policy 4074 Suspension of Motor Vehicle Procedures During
Disaster Relief Operations (formerly B-31-09)

Board Policy 4075 Assistance to Idaho's Airports (formerly B-27-10)

Administrative Policy 5075 Assistance to Idaho's Airports

3:40 ADMINISTRATIVE POLICY INTRODUCTION

Administrative Policy A-05-09, Fuel Storage Tank Insurance

Administrative Policy 5521 Standard Work Week, Flextime Work
Schedule and Attendance (formerly A-06-03)

3:45 OLD/NEW BUSINESS

3:50

ADJOURN (estimated time)

*All listed times are estimates only. The board reserves the right to move agenda items and adjust the time schedule.

Idaho Transportation Board

129,000 Pound Truck Route Subcommittee

August 25, 2014

Idaho Transportation Department
3311 West State Street
Boise, Idaho

Room 212

11:00 AM

1. **Case #201405: US-95** – Milepost 240.27 to 312.0
Chief Engineer's (CE) Analysis and Recommendation – CE Dave Jones
Public comments - Public Involvement Coordinator Adam Rush
Discussion/decision – Chair Jim Kempton

2. **Case #201406: US-12** – Milepost 3 to 1.49
Chief Engineer's Analysis and Recommendation – CE Dave Jones
Public comments - Public Involvement Coordinator Adam Rush
Discussion/decision – Chair Jim Kempton

3. **Case #201401: SH-55** – Milepost 10.61 to 16.76
Chief Engineer's Analysis and Recommendation – CE Dave Jones
Public comments - Public Involvement Coordinator Adam Rush
Discussion/decision – Chair Jim Kempton

4. **Revisions to 129,000 Pound Manual** – Chair Jim Kempton

5. **Old/New Business**

6. **Adjourn**

A G E N D A

Regular Meeting and District 6 Tour of the Idaho Transportation Board

September 17-18, 2014

September 17, 2014

District 6

Time*

DISTRICT 6 TOUR

- 8:30** Depart Best Western Cotton Tree, 900 Lindsay Blvd., Idaho Falls
8:45 Arrive Idaho Falls Airport; pick up passengers
9:00 Depart airport, view Pancheri project; travel US-20 north
11:45 Arrive West Yellowstone, Montana
Holiday Inn, 315 West Yellowstone Avenue; lunch
1:00 Joint Meeting with Montana Transportation Commission
Introductions
Commission/Board structure and roles
MTDOT issues
ITD issues
- Interstate speed limits
- Proposed I-11 corridor
- 129,000 Pound Trucks/Truck Routes
Project update for border areas
3:15 Depart West Yellowstone, US-20 south
4:45 Arrive Harriman State Park; tour ends

September 18, 2014

Harriman State Park
Retreat Center

- 8:00** **BOARD MINUTES** – August 20-21, 2014

BOARD MEETING DATES

October 15, 2014 – Boise
November 12-13, 2014 – Boise
December 17-18, 2014 – Boise

Proposed 2015 dates

- 8:05** **CONSENT CALENDAR**

Add FY14 On-the-Job Training/Supportive Services Heavy Equipment
Operator Training project to the Program

Update ITD Strategic Plan

INFORMATIONAL CALENDAR

Monthly financial statements

Non-construction service contracts by Business and Support Management

Contract award information

Professional services agreements and term agreements work task report

Annual report on Railway-Highway Crossing Program

8:10 DIRECTOR'S REPORT

AGENDA ITEMS

8:50 Proposed legislation – 2015 session

9:10 Fiscal Year 2014 Annual Report

9:25 GARVEE Program update

9:40 TOWARD ZERO DEATHS AWARDS/CELEBRATION

10:00 BREAK

AGENDA ITEMS, continued

10:15 Recommended FY14-19 Idaho Transportation Investment Program

10:30 Public Transportation Advisory Council update - District 6

10:45 Additional 129,000 pound designated routes in District 2

10:55 Additional 129,000 pound designated route in District 3

11:05 Add Middle Fork Boise River Road, Elmore County to the STIP

11:15 EXECUTIVE SESSION (working lunch)

PERSONNEL ISSUES [SECTION 67-2345(a),(b)]

LEGAL ISSUES [SECTION 67-2345(c),(d),(f)]

1:30 DELEGATION – Idaho State Police Colonel Powell

2:00 DISTRICT 6 REPORT

2:15 DELEGATION: Matt Stoll, Executive Director, Community Planning
Association of Southwest Idaho

2:30 POLICY REVISIONS

Board Policy 4011 Idaho Transportation Improvement Program

Administrative Policy 5011 Idaho Transportation Improvement Program

2:35 ADMINISTRATIVE POLICY INTRODUCTION

A5530 Temporary Traffic Control and Temporary Traffic Control Certification

A5531 Use of Median Crossovers on Interstate and Divided Highways

A-05-35 Paint Color, Identification, and Sale of Department Equipment

A-12-07 State Highway Speed Limits within City Jurisdictions

A-12-17 Work Area Traffic Control Certification

A-16-01 Division of Highways' Product Review Committee

A-06-04 Headquarters Office Space and Furnishings

2:45 OLD/NEW BUSINESS

- US-95, Worley North Stage 2

2:55 **ADJOURN** (estimated time)

*All listed times are estimates only. The Board reserves the right to move agenda items and adjust the time schedule.

Idaho Transportation Board
Subcommittee on
State Highway System Adjustments

October 14, 2014

3:00 PM

Idaho Transportation Department
3311 West State Street
Boise, Idaho

West Annex Conference Room

US-2, Sandpoint

Banks to Lowman Highway

Old/New Business

Adjourn

A G E N D A

Regular Meeting of the
Idaho Transportation Board

October 15, 2014

Idaho Transportation Department
Auditorium
3311 West State Street
Boise, Idaho

8:30 BOARD MINUTES – September 17-18, 2014

BOARD MEETING DATES

November 12-13, 2014 – Boise

December 17-18, 2014 – Boise

January 21-22, 2015 – Boise

CONSENT CALENDAR

Approval of contract awards

Burma Road; Gotham Bay Road to Junction SH-97, Kootenai County

INFORMATIONAL CALENDAR

State fiscal year 2015 financial statements and program obligations

Non-construction professional service contracts

Monthly reporting of federal formula program funding for FY15

Contract award information

Professional services agreements and term agreement work tasks report

Innovative project contracting update

Board Policy 4041 Sponsorship of Department Programs annual report

8:35 DIRECTOR'S REPORT

AGENDA ITEMS

9:15 FY15-17 Community Choices Program update

9:25 Idaho Transportation Department FY14 Annual Report

9:35 POLICY INTRODUCTION

Administrative Policy 5012 Protecting and Maintaining State Highways

Administrative Policy 5016 Traffic Regulation

Administrative Policy 5540 Use of State Forces on Betterment Projects (formerly A-04-06)

9:45 BREAK

10:00 EMPLOYEE SERVICE AWARDS

10:50 EXECUTIVE SESSION (working lunch: DMV conference room)

PERSONNEL ISSUES [SECTION 67-2345(a), (b)]
LEGAL ISSUES [SECTION 67-2345(c), (d), (f)]

AGENDA ITEMS, continued

1:15 Mobility Management agreement

1:25 **OLD/NEW BUSINESS**

1:30 **TOUR:** data collection equipment

2:40 **ADJOURN** (estimated time)

*All listed times are estimates only. The Board reserves the right to move agenda items and adjust the time schedule.

AGENDA

Regular Meeting of the
Idaho Transportation Board

November 13, 2014

Idaho Transportation Department
Auditorium
3311 West State Street
Boise, Idaho

8:00 BOARD MINUTES – October 15, 2014

BOARD MEETING DATES

December 17 OR 18, 2014 – Boise
January 21-22, 2015 – Boise
February 23 OR 24, 2015 – Boise

CONSENT CALENDAR

Certification of receipts and disbursements
Add public transit projects to FY15 of the FY14-18 Program
Delay off-system Orofino Creek Road Bridge to FY17
Approval of contracts for award

INFORMATIONAL CALENDAR

State fiscal year 2015 financial statements
Monthly reporting of federal formula program funding for October
Non-construction professional service contracts
Contract award information
Professional services agreements and term agreement work tasks report

8:05 DIRECTOR'S REPORT

AGENDA ITEMS

8:50 Annual report of the Dealer Advisory Board
9:05 District 3 Public Transportation Advisory Council update and I-Way Leadership Award
9:20 Impaired Driving Task Force update
9:30 Highway safety data

9:40 BREAK

AGENDA ITEMS, continued

10:00 Annual update on ITD's Research Program
10:15 Report on Cotterell Rest Area project
10:20 Status: FY16 appropriation request
10:25 Board Policy on legislation

10:40 POLICY INTRODUCTION

Administrative Policy A-27-03, Scheduling of State Aircraft
Administrative Policy 5535 State-Owned Vehicle Usage Practices (formerly A-06-06)

Administrative Policy 5536 Financial Reporting Approach for the
Infrastructure Inventory Classification of Roadways (A-19-10)
Administrative Policy 5537 Purchasing Card Program (A-19-11)
Administrative Policy 5538 Purchase, Inventory and Disposal of
Personal Property (formerly A-29-01)
Administrative Policy 5539 Construction Materials Remaining on Hand (formerly A-29-02)

11:00 **TOUR:** Enterprise Technology Services

12:00 **EXECUTIVE SESSION** (working lunch: DMV conference room)
 PERSONNEL ISSUES [SECTION 67-2345(a), (b)]
 LEGAL ISSUES [SECTION 67-2345(c), (d), (f)]

1:45 **OLD/NEW BUSINESS**

1:50 **ADJOURN** (estimated time)

*All listed times are estimates only. The board reserves the right to move agenda items and adjust the time schedule.

Idaho Transportation Board
Subcommittee on
State Highway System Adjustments

December 17, 2014

3:30 PM

Idaho Transportation Department
3311 West State Street
Boise, Idaho

Room 200

US-2/Sandpoint City Streets

Old/New Business

Adjourn

AGENDA

Regular Meeting of the
Idaho Transportation Board

December 18, 2014

Idaho Transportation Department
Auditorium
3311 West State Street
Boise, Idaho

8:00 BOARD MINUTES – November 13, 2014

BOARD MEETING DATES

January 21 OR 22, 2015 – Boise
February 23 OR 24, 2015 – Boise
March 24-25, 2015 – Boise

CONSENT CALENDAR

Approval of contracts for award

INFORMATIONAL CALENDAR

Proposed legislation changes – commercial learner’s permit proposal
Monthly reporting of federal formula program funding through November
Non-construction professional service contracts
Contract award information
Professional services agreements and term agreement work tasks report
Annual outdoor advertising report

8:05 DIRECTOR’S END-OF-YEAR REPORT

9:05 DELEGATION: Jerry Deckard, CapitolWest Public Policy Group
Proposed amendments to Section 49-102 Idaho Code
Proposed amendments to Section 49-1002 Idaho Code

AGENDA ITEMS

9:20 Local Highway Rural Investment Program annual report

9:40 Annual Freight Advisory Committee report

9:55 BREAK

AGENDA ITEMS, continued

10:15 New look to the State FY 2015 Financial Statements

10:25 PRESENTATION– revenue issues: Member Kempton/Controller Tolman

10:55 POLICY INTRODUCTION
Board Policy 4078 Board Resolutions

Administrative Policy 5532 Commercial Driver's License Requirement (formerly A-05-02)
Administrative Policy A-05-39, Use of Inmate Labor
Administrative Policy A-15-01, Damaged Structures
Administrative Policy A-15-02, Seal Coat Application and Bituminous Treatment on Bridges

- 11:10 EXECUTIVE SESSION** (DMV conference room)
PERSONNEL ISSUES [SECTION 67-2345(a), (b)]
LEGAL ISSUES [SECTION 67-2345(c), (d), (f)]
- 12:00 LUNCH** (informal lunch with Trucking Advisory Council; Room 117)
- AGENDA ITEMS, continued** (Auditorium)
- 1:00** Trucking Advisory Council annual update and membership extension
- 1:20 EXECUTIVE SESSION, continued** (DMV conference room)
PERSONNEL ISSUES [SECTION 67-2345(a), (b)]
LEGAL ISSUES [SECTION 67-2345(c), (d), (f)]
- 3:00 OLD/NEW BUSINESS**
- 3:05 ADJOURN** (estimated time)

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