

# SPECIAL SESSION OF THE IDAHO TRANSPORTATION BOARD

January 15, 2015

Idaho Transportation Board Chairman Jerry Whitehead called a special session of the Idaho Transportation Board at 11:00 AM on Thursday, January 15, 2015. The following principals were present at the Idaho Transportation Department in Boise, Idaho:

Jerry Whitehead, Chairman  
Jim Coleman, Vice Chairman – District 1  
Julie DeLorenzo, Member – District 3  
Brian W. Ness, Director  
Scott Stokes, Chief Deputy  
Larry Allen, Lead Deputy Attorney General  
Sue S. Higgins, Executive Assistant and Secretary to the Board

The following participated via teleconference:

Janice B. Vassar, Member – District 2  
Jim Kempton, Member – District 4  
Dwight Horsch, Member – District 5  
Lee Gagner, Member – District 6

Revenue Issues. Discussion continued on the charts and information presented at the December 18, 2014 meeting regarding inflation, buying power, and the condition of the state's surface transportation infrastructure. Division of Engineering Services Administrator Blake Rindlisbacher and Controller Dave Tolman reviewed the infrastructure and financial data, respectively. The Board discussed the information and provided suggestions on the data, which is to be presented at the joint House Transportation and Defense and Senate Transportation Committees meeting on January 22, 2015.

The Board also reviewed and finalized a memorandum regarding the impact of inflation and reduced Federal Highway Trust Fund revenues on Idaho's surface transportation system, which is to be distributed to the legislature with a copy of Idaho Transportation Board resolution #14-51.

WHEREUPON the special session of the Transportation Board adjourned at 12:15 PM.

signed

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Jerry Whitehead, Chairman  
Idaho Transportation Board

Read and Approved  
February 23, 2015  
Boise, Idaho

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# Idaho Transportation Board

## 129,000 Pound Truck Route Subcommittee

January 21, 2015

Idaho Transportation Board (ITB) 129,000 Pound Truck Route Subcommittee Chairman Jim Kempton called the meeting to order at 8 AM on Wednesday, January 21 in Room 200 at the Idaho Transportation Department, Boise, Idaho. ITB Members Jan Vassar and Julie DeLorenzo were present. ITB Vice Chairman Jim Coleman participated via teleconference.

Subcommittee staff members and advisors in attendance included Deputy Larry Allen, Chief Engineer (CE) Dave Jones, Highway Safety Manager (HSM) Brent Jennings, Public Involvement Coordinator (PIC) Adam Rush, Motor Vehicle Administrator Alan Frew, Vehicle Size and Weight Specialist (VS&WS) Reggie Phipps, Bridge Management Engineer Dan Gorley, District 3 Engineer Amy Revis, District 3 Operations Manager (D3OM) Jason Brinkman, and Executive Assistant to the Board (EAB) Sue Higgins. Randy Shroll from the Department of Commerce participated via teleconference and District 2 Engineering Manager Doral Hoff participated via video conference.

Scott Ellsworth, Local Highway Technical Assistance Council, and Julie Pipal, Idaho Trucking Association, were also present.

August 25, 2014 Meeting Minutes. Chairman Kempton noted that the minutes of the August 25, 2014 meeting were distributed earlier, and, upon concurrence of the Subcommittee, were finalized and posted on the website. Without objection, those minutes will stand.

Case #201407: US-95, Milepost (MP) 63.051 to 240.273, Fruitland to Grangeville. CE Jones said the Division of Motor Vehicles confirmed that the route falls under either the blue routes category allowing 95-foot overall vehicle length and a 5.5-foot off-track or a red route, allowing 115-foot overall vehicle length and a 6.5-foot off-track. The permitting process would determine if vehicle combinations can legally operate on the route. The bridge analyses determined that the 56 bridges on the route will safely support vehicle combinations of 129,000 pounds, assuming the axle configuration conforms to the legal requirements.

CE Jones summarized District 3's analysis of US-95 from MP 63.051 to 182.415. The roadway is generally in good condition; however, there are some deficient pavement areas. Two 90-degree corners in Council limit off-tracking ability for trucks, but they will be eliminated by a realignment project scheduled for construction in 2016. There are some roadway geometric challenges due to narrow shoulders, tight curves, and rock slopes that limit off-tracking, but they will also be remediated by projects scheduled for construction in 2016. Port of entry (POE) staff noted that the roving POE sites may have difficulty accommodating 129,000 pound vehicle combinations if several trucks visit the site at the same time.

District 2 analyzed the route from MP 182.415 to 240.273. CE Jones reported that the road is in good condition from an operation stand point. There are adequate POE locations along the route to monitor commercial vehicle compliance.

According to the analysis, CE Jones said safety should not be impacted on the route. From 2009 through 2013, there was a total of 853 crashes along the route resulting in 24 fatalities. The crash rate on the District 2 section is 42% lower than the average rate of similar sections of roadway. On the District 3 section, four of the 15 fatal crashes, or 27%, involved tractor-trailer combinations. Only 40 of the 619 total crashes, or 6%, involved commercial vehicles.

The public comment period was held from December 5 to January 5 with public hearings held in Riggins and Payette. PIC Rush said 16 comments were received with 5 in support of the request, 5 opposed, and 6 neutral. The negative comments related to concerns with expected degradation of the highway, safety of school children in Weiser, congestion, risks from improperly maintained vehicles, and narrow and curvy sections of the highway.

CE Jones believes all of the concerns can be adequately addressed. The additional axles on these vehicles spread the weight so the highway should not be degraded. The axles also have brakes, which should address some of the safety concerns. It is hard to gauge additional congestion because trucks hauling at 129,000 pounds will presumably result in fewer trucks on the highway. There may be a concern with motorists coming up behind a truck that may be difficult to pass; however, CE Jones believes there are adequate passing opportunities along the route. Regarding the narrow and curvy sections, several projects are programmed to improve the geometrics. He acknowledged that not all of these sections can be improved at this time due to limited funds.

Based on the analyses, CE Jones recommends approving the US-95 route request from Fruitland to Grangeville, MP 63.051 to 240.273.

Member DeLorenzo asked for more information on the safety concerns. CE Jones believes the school safety issues have been adequately addressed in Payette, Weiser, and Council via lower speed limits, traffic signals, good signage, and crosswalks.

HSM Jennings said District 3 should consider performing a safety audit on this corridor, although that action would not necessarily be tied to this route request.

Member Kempton asked if ABS brakes are required on commercial vehicles. VS&WS Phipps replied that the permit requires the vehicle to meet federal requirements. One of those requirements is brakes on all axles; however, it does not specify the type of brakes.

In response to Member Coleman's question on the percentage of trucks on the route, D3OM Brinkman replied that commercial vehicles comprise 5% to 15% of the traffic in District 3, depending on the location.

EAB Higgins relayed Trucking Advisory Council Chairman John Pocock's regrets that he could not attend the meeting; however, he reviewed the information and supports the request.

Member DeLorenzo made a motion to approve the Chief Engineer's recommendation on US-95, MP 63.051 to 240.273 and to send this request to the full Board for consideration of approval. Member Vassar seconded the motion and it passed unanimously.

Chairman Kempton said the request will be presented to the Board for consideration at its February meeting.

In response to Member DeLorenzo's question, CE Jones replied that there are no other requests pending. Member Vassar asked about local requests. CE Jones said not all of the local routes related to the designation of US-95 from Grangeville to Lewiston have been approved. He met with LHTAC to determine if ITD could provide additional assistance and he will make a concerted effort to help.

Discussion followed on the Department's assistance to local jurisdictions, with overall support for ITD to help more. Member Kempton believes it would be helpful to follow up with locals that have received 129,000 pound truck route requests; however, he added that the requestor also has a responsibility to work with the local highway jurisdiction. Mr. Ellsworth mentioned the various outreach LHTAC has conducted on this subject. Based on his observations at public hearings, CE Jones believes more education is needed. He believes conducting joint hearings would be of value to the local highway jurisdictions.

DAG Allen cautioned that the legislation is clear that ITD is not to interfere with the locals' efforts or approve local routes.

The meeting adjourned at 8:50 AM.

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

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## REGULAR MEETING OF THE IDAHO TRANSPORTATION BOARD □

January 21-22, 2015

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The Idaho Transportation Board met at 1:00 PM, on Wednesday, January 21, 2015, at the Idaho Transportation Department District 3 Office in Boise, Idaho. The following principals were present:

- Jerry Whitehead, Chairman
- Janice B. Vassar, Member – District 2
- Julie DeLorenzo, Member – District 3
- Jim Kempton, Member – District 4
- Dwight Horsch, Member – District 5
- Lee Gagner, Member – District 6
- Brian W. Ness, Director
- Scott Stokes, Chief Deputy
- Larry Allen, Lead Deputy Attorney General
- Sue S. Higgins, Executive Assistant and Secretary to the Board

Workshop: Revenue Issues. Jim Riley with the Idaho Transportation Coalition (ITC) summarized efforts to address the state's insufficient funding for surface transportation. The 2010 Governor's Task Force on Modernizing Transportation

Funding identified a \$543 million annual shortfall in transportation funding. Of that, \$262 million is needed annually to preserve the system in the condition it is in today. The ITC, which is supported by about 45 businesses throughout the state, has a communications plan emphasizing the safety, economic opportunities, and personal benefits of a good transportation system. It is also focusing on the fiscal responsibility of maintaining the existing system, as the American Association of State Highway and Transportation Officials found that every \$1 spent on highways in good condition can save up to \$14 if the repairs are postponed until the road is in bad condition.

Chairman Whitehead thanked Mr. Riley for the informative presentation.

WHEREUPON the workshop recessed at 2:45 PM.

January 22, 2015

The Board reconvened at 8:30 AM on Thursday, January 22, 2015, at the Idaho Transportation Department, Boise, Idaho. All members were present except Vice Chairman Jim Coleman, who participated via teleconference.

Executive Assistant to the Board (EAB) Higgins requested pulling two items from the agenda. Staff would like additional time to review the information provided in the state-owned dwellings report and District 1 obtained new information on the SH-5, Plummer Railroad Bridge project yesterday, so it needs to revisit that project.

Member Vassar made a motion to amend the meeting agenda to remove the annual report on the status of state-owned dwellings and the SH-5, Railroad Bridge, Plummer agenda items. Member DeLorenzo seconded the motion and it passed unopposed.

Board Minutes. Member DeLorenzo made a motion to approve the minutes of the regular Board meeting held on December 18, 2014 as submitted. Member Gagner seconded the motion and it passed unopposed.

Consent Items. Member Gagner made a motion, seconded by Member Horsch, and passed unopposed to approve the following resolution:

RES. NO. WHEREAS, consent calendar items are to be routine, non-controversial, self-  
ITB15-01 explanatory items that can be approved in one motion; and

WHEREAS, Idaho Transportation Board members have the prerogative to remove items from the consent calendar for questions or discussion.

*NOW THEREFORE BE IT RESOLVED*, that the Board approves the addition of three transit, vehicle replacement projects to the Statewide Transportation Improvement Program (STIP); the addition of STC-7874, North Polk Street Safety Improvement Phase 2, Moscow and removal of STC-7664, 6<sup>th</sup> Street, Asbury to Jefferson, Moscow to reflect changes to the STIP; the addition of the Local, Lewiston Partnership, Phase 2 project to the Program; and contract awards.

1) Add Three Transit, Vehicle Replacement Projects to the STIP. The Community Planning Association of Southwest Idaho requests the addition of three new transit projects funded with 5339 Rural funds: FY15 Vehicle Replacement, Parma Senior Center for \$42,000; FY15 Vehicle Replacement, Melba Senior Center for \$42,000; and FY16 Vehicle Replacement, Kuna Senior Center for \$48,000. Staff also requests approval to amend the STIP accordingly.

2) Add STC-7874, North Polk Street Safety Improvement Phase 2, Moscow and Remove STC-7664, 6<sup>th</sup> Street; Asbury to Jefferson, Moscow. The City of Moscow requests the addition of STC-7874, North Polk Street Safety Improvement Phase

2 to FY15 at a cost of \$133,000. It also requests the removal of STC-7664, 6<sup>th</sup> Street; Asbury to Jefferson, Moscow in the amount of \$133,000 from the Program. Staff requests approval to amend the STIP accordingly.

3) Add Local, Lewiston Partnership, Phase 2 to the STIP. The City of Lewiston, the Lewiston School District, and Lewis Clark State College have been working on extending an existing trail and sidewalk system in Lewiston. A savings was realized on Phase I of the project, so the partners request approval to proceed with Phase II for \$27,000. Additionally, staff requests approval to amend the STIP accordingly.

4) Board Approval of Contract Awards. The low bid on key #13528 – SH-75, Big Wood River Bridge to Alexander Ross, Blaine County, District 4, was more than ten percent over the engineer's estimate, requiring justification. The major differences between the engineer's estimate and low bid were in the Superpave Hot Mix Asphalt Including Asphalt 7 Additive Class Special 6, Snow Pole Type F, and Field Laboratory items. The Superpave item was presumably bid higher due to the length of haul, increasing oil prices, the required thickness and width of the overlay, and the air temperature. The District does not believe re-bidding the project would result in lower bids and would like the project completed during the 2015 construction season. Low bidder: Lakeside Industries Inc. dba Valley Paving - \$1,771,342.

The low bid on key #12958 – SH-46, Bob Barton Road Bridge, District 4, was more than ten percent over the engineer's estimate, requiring justification. The major differences between the engineer's estimate and low bid were in the Borrow, Granular Subbase, ¾-inch Aggregate Type B for Base, Superpave Hot Mix Asphalt Including Asphalt 7 Additive Class Special-5, and Special Bridge Precast Concrete Stiffleg items. The Superpave item was bid higher due to the length of material haul, higher oil prices, and the small quantity. The higher bids for the Borrow, Granular Subbase, and ¾-inch Aggregate Type B for Base were due to the long hauling distance to a remote site. The District does not believe re-advertising the project would result in a savings, so recommends awarding the contract. Low bidder: Western Construction Inc. - \$1,857,778.

The low bid on key #12406 - SH-46, Cedar Draw and W-9 Canal Bridges, District 4, was more than ten percent over the engineer's estimate, requiring justification. The main discrepancy between the engineer's estimate and low bid was in the Special Bridge Precast Concrete Stiffleg Culvert, Excavation, Superpave Hot Mix Asphalt Paving Including Asphalt and Additives Class Special and Special 2T, and Survey items. The higher bid was due to the small volume of paving and the required staging. The construction of the bridges must be done during the canal off-season. The District does not believe re-advertising the project would result in lower bids, so recommends awarding the contract. Low bidder: Cannon Builders Inc. - \$1,258,446.

The low bid on key #12476 – US-93, Arco to Salmon Bridge Preservation, District 6, was more than ten percent over the engineer's estimate, requiring justification. The difference between the engineer's estimate and low bid is due to Mobilization. The low bid reflects the perceived risk associated with the remoteness of the area and the distance to the various construction sites. Staff does not believe there is a potential for savings if the project is re-advertised, so recommends awarding the bid. Low bidder: Cannon Builders Inc. - \$1,245,235.

The low bid on key #12478 – US-20 and I-15, Idaho Falls Area Bridge Preservation, District 6, was more than ten percent over the engineer's estimate, requiring justification. The major differences between the engineer's estimate and low bid were in the Painting Structural Steel, Concrete Bridge Deck Removal, Special Bridge Diamond Grind Deck, and Mobilization items. Staff does not believe the Painting Structural Steel estimate considered environmental mitigation, the need to complete the work quickly, nor the sole paint contractor available for this type of work. The engineer's estimate did not consider the additional passes that will be required for the Special Bridge Diamond Grind Deck work, which will also result in additional traffic control. The District does not believe there is a potential for savings if the project is re-bid and recommends awarding the contract. Low bidder: Cannon Builders Inc. - \$1,487,856.

Board Meeting Dates. The following meeting dates and locations were scheduled:

February 23, 2015 – Boise

March 24-25, 2015 – Boise

April 29-30, 2015 – District 2

Informational Items. 1) State FY15 Financial Statements. Through November, the Highway Distribution Account revenues are ahead of the forecast by 3.4%. State revenues to the State Aeronautics Fund are ahead of projections by about 4%. Expenditures are within planned budgets with the exception of the Facilities Program, which were more than expected due to a timing difference between planned and actual expenditures plus encumbrances for building projects.

2) Monthly Reporting of Federal Formula Program Funding for December. The Moving Ahead for Progress in the 21<sup>st</sup> Century federal transportation act was extended through May 2015. The partial-year level of funding provides a prorated share of \$199 million with match. Of the \$44.1 million currently available for the state highway system, \$19.4 million remains. Of the \$10.8 million for the other programs, such as Metropolitan Planning, Community Choices, Surface Transportation – Local Urban, Local Rural, and Surface Transportation Program – Transportation Management Area, about \$5.8 million remains to be expended.

3) Non-Construction Professional Service Contracts Issued by Business and Support Management (BSM). The BSM Section processed three professional service agreements from December 1 to December 31 in the amount of \$124,400.

4) Status: FY16 Appropriation Request – Governor’s Recommendation. The Governor released his FY16 budget recommendation. Some of the changes to the Department’s budget include a reduction of 28 full time equivalent positions, however, the funding is to be retained; a reduction of \$876,200 to the construction program due to a lower revenue forecast from the Cigarette Tax; a reduction of \$550,400 for health insurance; and a 3% change in employee compensation totaling \$1,837,900.

5) Contract Awards. Keys #13069 and #13070 – SH-21 and SH-75, FY16 District 4 West Districtwide Sealcoat and FY16 District 4 East Districtwide Sealcoat. Low bidder: Knife River Corporation - Northwest - \$1,849,403.

Key #12898 – STC-3757 Bowmont Road, Lynwood to SH-45. Low bidder: Knife River Corporation - Northwest - \$933,933.

6) Professional Services Agreements and Term Agreement Work Tasks Report. From December 1 through December 31, 19 new professional services agreements and work tasks were processed, totaling \$1,217,348. Three supplemental agreements to existing agreements were processed during this period in the amount of \$116,500.

7) Administrative and Legal Settlements of Right-of-Way Acquisitions. From July 1 through December 31, 2014, the Right-of-Way Section processed 45 parcels. There were 12 administrative settlements and zero legal settlements during this time frame.

8) North Grape Street Bridge, Shoshone. In 2007, the City of Shoshone secured consultant services for \$194,000 to design the North Grape Street Bridge project, key #9852. At that time, the policy limit for task agreements was \$250,000. Three supplemental agreements for \$55,850 have been issued for a total of \$249,850. A \$20,000 supplemental agreement for an update of the structural design and additional surveying work has been requested. The total amount will exceed the \$250,000 limit in effect at the time of the original agreement; however, it is below the current threshold of \$500,000, which has been in policy since 2011.

Director’s Report. Director Ness said the legislative outreach meetings were conducted last month. Overall, he believes they were successful. He reported on some commendations, including Governor Otter’s recognition of ITD in his State of the State address last week. In conclusion, he said he will be summarizing the Department’s 2014 achievements, the focus areas for 2015, and revenue concerns during the joint germane presentation this afternoon.

The Director’s entire report can be viewed at <http://itd.idaho.gov/Board>.

Chief Deputy Stokes recognized Highway Safety Manager (HSM) Brent Jennings for his assistance with the reorganization of the Division of Transportation Performance. That division was eliminated and HSM Jennings was instrumental in the reorganizational efforts and the transition. Idaho's highway fatalities totaled 186 last year, resulting in a five-year average below 200, which is the goal. CD Stokes expressed appreciation for HSM Jennings' leadership and also the numerous partners that are helping to reduce traffic fatalities and serious injuries.

Char McArthur, Chief Administrative Officer, said some of her activities involved the distribution of the re-formatted Annual Report and follow-up visits to every District. She is placing a strong emphasis on customer service. She also reported on innovations and efficiencies that are resulting in savings.

Chief Operating Officer Jim Carpenter reported on the three expansion projects. The US-20, Thornton Interchange project is on the shelf, ready to be advertised. District 2 is still working on the Final Environmental Impact Statement for the US-95, Thorn Creek to Moscow project. It hopes to receive the environmental approval by June. The US-95, Council Alternate Route project is on schedule, with right-of-way acquisition underway. He commended all of the Districts for improving their winter maintenance metrics from last year. In conclusion, he elaborated on the horizontal career path, which has been approved by the Division of Human Resources and Division of Financial Management. The transportation technicians will pilot the project. The steps involve training, demonstrating the new skills learned, and meeting performance measures. He noted that it was a collaborative team effort to develop this system.

Brenda Williams, Chief Human Resources Officer, elaborated on the horizontal career path, which will compensate employees based on their skills. Upon completion of specified training, demonstrating proficiency of those skills, and meeting performance measures, employees will receive a pay increase. The expectations for each step are clearly defined for the employees. She also mentioned activities to improve the culture and she recognized 11 employees who retired since November with a combined 280 years of service.

Legislative Update. Governmental Affairs Manager (GAM) Mollie McCarty said the Department's rules have been presented to the Senate Transportation Committee, but have not been approved yet. Two of ITD's legislative proposals related to cleaning-up Division of Motor Vehicles' language have been approved to print. Member DeLorenzo has been re-appointed to the Board, but her confirmation hearing has not been scheduled yet. Some of the other legislative proposals staff is monitoring relate to special license plates and utility vehicles.

Expiring Resolutions. EAB Higgins presented four resolutions that have expired. The first one, #95-01 adopts Robert's Rules of Order and addresses late agenda items. The consensus of the Board was to incorporate the use of Robert's Rules of Order into a policy and to take no action on the language regarding late agenda items.

Resolution Number 04-57 provides guidance on the state aircraft operation. EAB Higgins said most of that language has been incorporated into policies except the requirement for an annual report to the Board on the state aircraft pool. The Board concurred with adding the requirement for an annual report in Administrative Policy 5037 Aeronautical Activities.

EAB Higgins said the Board approved #06-75 to address a concern that a local public agency was going to discontinue maintaining landscaping along state highways even though the two entities had an agreement stating the local public agency was responsible for the landscaping. The resolution states that agreements with local entities are to be considered legally binding. The consensus of the Board was to take no action on this expiring resolution.

Resolution #06-77 supports local option taxes as a funding tool and supports local option taxing authorities for transportation purposes. EAB Higgins said this was in response to the Coalition for Regional Transportation's request to support legislation to this effect in 2006. The consensus of the Board was to take no action on this expiring resolution.

Trucking Advisory Council (TAC) Membership Appointment. Motor Carrier Services Manager (MCSM) Reymundo Rodriguez recommended appointing Frank Buell to the TAC, representing District 1, through December 31, 2017. Staff is continuing to solicit interest for the vacant District 6 position.



Member Vassar made a motion, seconded by Vice Chairman Coleman, and passed unopposed, to approve the following resolution:

RES. NO. WHEREAS, the Idaho Transportation Department recognizes the ongoing need to  
ITB15-02 stay involved with the Idaho trucking industry as partners in highway transport, safety, operations, and freight management; and

WHEREAS, the Idaho Transportation Board has authority to establish internal structures deemed necessary for its duties; and

WHEREAS, the Motor Vehicle Administrator, in consultation with the trucking industry, recommends the following person to terms as a member of the Trucking Advisory Council:  
District 1 Member Frank Buell, January 2015 – December 31, 2017

*NOW THEREFORE BE IT RESOLVED*, that the Board accepts the recommendation of the Motor Vehicle Administrator, establishing the Trucking Advisory Council with members and terms of service; and

*BE IT FURTHER RESOLVED*, that the Board appoints Frank Buell to serve on the Trucking Advisory Council with a term from January 2015 through December 31, 2017; and

*BE IT FURTHER RESOLVED*, that the Board directs staff to provide the necessary administrative support to the Trucking Advisory Council for the efficient and timely disposition of its duties to the Board.

Legislative Proposals Analysis. Jerry Deckard with CapitolWest Public Policy Group, representing the Associated Logging and Log Hauling Contractors of Idaho, summarized revisions made to proposed legislation since he presented the drafts last month. Section 49-1002, Idaho Code was amended to allow only the steer axle tires to be governed by the manufacturer's load rating or the load rating of the steer axle but the steer axle cannot exceed 20,000 pounds overall. He said he would appreciate the Board's support of the legislative proposal.

Chairman Whitehead thanked Mr. Deckard for addressing his concerns.

Member DeLorenzo noted that staff recommends monitoring the legislation and providing information as needed. MCSM Rodriguez said that staff does not have any concerns with the proposed legislation.

Member Kempton made a motion to support the proposed revisions to Section 49-1002, Idaho Code, as presented. Member Horsch seconded the motion and it passed unopposed.

Chairman Whitehead expressed support for the clarifying legislation, as the language in Idaho Code is confusing and is not being interpreted uniformly.

Mr. Deckard mentioned the other legislative proposal presented last month. Changes to Idaho Code 49-1011 allow refuse/sanitation trucks transporting refuse to exceed legal weight up to 2,000 pounds in excess of any axle, bridge or gross vehicle weight limits established in Idaho Code 49-1001. He asked the Board to consider supporting that proposal.

Because the draft legislation was not provided at the meeting, the Board will revisit it next month.

Vice Chairman Coleman left the meeting at this time.

Annual Report on Aeronautics Activities. Aeronautics Advisory Board (AAB) Chairman Rodger Sorensen reported on the use of unmanned aircraft systems, also known as drones. The technology has extensive economic potential; however, safety of the airspace needs to be the top priority. The Federal Aviation Administration is continuing to develop

regulations for drones. AAB Member Colleen Back said the aviation industry appears to be growing, but it is not at the pre-recession level of 2007. The decrease in fuel costs is positively impacting most businesses. She also mentioned efforts to rebuild the Big Creek lodge, which was destroyed by fire in 2008. The Division of Aeronautics is providing some assistance, such as supplying tie-downs. AAB Member Chip Kemper said both the agriculture and general aviation industries are doing well, but eastern Idaho's aviation fire activity was down this past year. Overall, the projections for the aviation industry are positive.

Aeronautics Administrator (AA) Mike Pape said the 2013 aircraft registration increase resulted in an additional \$150,000 for backcountry airports and the safety program. The Idaho Airport Aid Program's budget for FY15 is \$765,000. Staff is helping implement the airport land use and zoning legislation and has been providing education on that law. The volunteer program continues to be a valuable asset, as 192 man hours provided assistance with maintenance activities at state-owned airports. Usage of the state airports was up 10%. The King Air flew 174 hours in FY14, which was down from 196 hours in FY13. The avionics system was recently overhauled, providing additional safety features. The Cessna 206 flew 80 hours in FY14, which was an increase from 71 hours the prior year. The Cessna 182 recorded 65 hours, which was a decrease from 99 hours in FY13.

AA Pape said some of the safety, education and outreach efforts this past year included the development of standard operating procedures for the five largest recreational airstrips, hosting the annual Aviation Career Academy, and publication of the Rudder Flutter newsletter. Last year, there were 30 aviation accidents with 6 fatalities in Idaho compared to 33 accidents with 12 fatalities in 2013.

The Board commended the AAB and AA Pape for the informative report.

Executive Session on Personnel and Legal Issues. Member Vassar made a motion to meet in executive session at 11:25 AM to discuss personnel and legal issues as authorized in Idaho Code Section 67-2345 (a) and (f). Member Horsch seconded the motion and it passed 5-0 by individual roll call vote.

Discussions were held on personnel and legal matters.

The Board came out of executive session at 12:30 PM.

WHEREUPON, the Idaho Transportation Board's regular monthly meeting officially adjourned at 12:30 PM; however, the Board attended the Department's annual presentation to the Senate Transportation and House Transportation and Defense Committees at the State Capitol Building.

signed  
JERRY WHITEHEAD, Chairman  
Idaho Transportation Board

Read and Approved  
February 23, 2015  
Boise, Idaho

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## REGULAR MEETING OF THE IDAHO TRANSPORTATION BOARD

February 23, 2015

The Idaho Transportation Board met at 8:30 AM, on Monday, February 23, 2015, at the Idaho Transportation Department, in Boise, Idaho. The following principals were present:

Jerry Whitehead, Chairman  
Jim Coleman, Vice Chairman – District 1  
Janice B. Vassar, Member – District 2  
Julie DeLorenzo, Member – District 3  
Dwight Horsch, Member – District 5  
Lee Gagner, Member – District 6  
Brian W. Ness, Director  
Scott Stokes, Chief Deputy  
Larry Allen, Lead Deputy Attorney General  
Sue S. Higgins, Executive Assistant and Secretary to the Board

Executive Session on Personnel and Legal Issues. Vice Chairman Coleman made a motion to meet in executive session at 8:30 AM to discuss personnel and legal issues as authorized in Idaho Code Section 67-2345 (a) and (f). Member Horsch seconded the motion and it passed 5-0 by individual roll call vote.

Discussions were held on personnel and legal matters.

The Board came out of executive session at 9:25 AM.

Election of Vice Chairman. Member Vassar nominated Jim Coleman to serve as Vice Chairman. Member DeLorenzo seconded the motion and it passed unopposed.

Review of Subcommittee Assignments. Chairman Whitehead reviewed the Board subcommittee assignments. The Subcommittee on Right-of-Way and Access Management is comprised of Vice Chairman Coleman (chair) and Members Gagner and DeLorenzo. Members Gagner (chair) and Horsch will continue to serve on the Subcommittee on State Highway System Adjustments. Member Gagner was asked to serve on the Subcommittee on Audits with Member DeLorenzo. Members Kempton (chair) and Vassar will continue to serve on the Subcommittee on Policies. Vice Chairman Coleman and Members Horsch, Kempton (chair), and Vassar will continue serving on the Subcommittee on 129,000 Pound Truck Routes.

Board Minutes. Member DeLorenzo made a motion to approve the minutes of the special Board meeting held on January 15, 2015 and the regular Board meeting held on January 21-22, 2015 as submitted. Member Horsch seconded the motion and it passed unopposed.

Board Meeting Dates. The following meeting dates and locations were scheduled:

March 24-25, 2015 – Boise  
April 29-30, 2015 – District 2  
May 20-21, 2015 – Districts 5 and 6 tour, meeting in District 5

Consent Items. Member DeLorenzo noted a grammatical error on the Disadvantaged Business Enterprise Program policy statement. With the understanding that the error would be corrected, Member DeLorenzo made a motion, seconded by Member Gagner, and passed unopposed to approve the following resolution:

RES. NO. WHEREAS, consent calendar items are to be routine, non-controversial, self-  
ITB15-03 explanatory items that can be approved in one motion; and

WHEREAS, Idaho Transportation Board members have the prerogative to remove items from the consent calendar for questions or discussion.

*NOW THEREFORE BE IT RESOLVED*, that the Board approves the revisions to Administrative Policy 5037 Aeronautical Activities; the Disadvantaged Business Enterprise Program Policy Statement; the addition of three projects to the Public Transit Capital Program; the removal of the I-84 Business, Garrity/Idaho Center Boulevard Signalization, Nampa project from the Local Safety Program; the advance of the Turner Road Penstock Bridge project in the Local Bridge Program; and contract awards.

- 1) Administrative Policy 5037 Aeronautical Activities. Because Idaho Transportation Board resolution #04-57 was set to expire, staff recommended incorporating the requirement of an annual report to the Board on the state aircraft pool into a policy. Administrative Policy 5037 was revised to include that reporting requirement.
- 2) Disadvantaged Business Enterprise (DBE) Program Policy Statement. Staff is updating the DBE Program Plan to incorporate comments from the Federal Highway Administration. The revision includes non-substantive changes to the DBE Policy Statement, which requires the Board's review.
- 3) Add Three Projects to the Public Transit Capital Program. The Bonneville Metropolitan Planning Organization requested the addition of the following projects to FY15 using 5307 Urban funding: Mobility Management – Targhee Regional Public Transportation Authority Transition for \$72,000; Associated Capital Enhancement - Bus Shelter, Bus Route Lighting for \$48,000; and Associated Capital Improvements – Information Technology Upgrades, Facility Maintenance in the amount of \$58,000. Staff also requested approval to amend the Statewide Transportation Improvement Program (STIP) accordingly.
- 4) Remove I-84 Business, Garrity/Idaho Center Boulevard Signalization, Nampa from the Local Safety Program. The City of Nampa requested the removal of the I-84 Business Garrity/Idaho Center Boulevard Signalization project, key #13960, from the FY15 Program. It also requested the redistribution of the project's funds as follows: \$15,000 for the FY15 16<sup>th</sup> Avenue Signal Timing project, key #13958 and \$339,000 in FY16 for the Greenhurst Road Signals project, key #13959. Staff also requested approval to amend the STIP accordingly.
- 5) Advance Turner Road Penstock Bridge, Caribou County from FY18 of the Local Bridge Program. District 5 delayed its \$1.67 million FY15 District 5 Bridge Repair project, key #12436, to permit Caribou County to fund its \$1.3 million Turner Road Penstock Bridge project, key #13563 this spring. Staff requested approval to advance the Turner Road Penstock Bridge project from FY18 to FY15.
- 6) Board Approval of Contract Awards. The low bids on the following seven projects were more than ten percent over the engineer's estimate, requiring justification. The major differences between the engineer's estimate and low bid on key #12864 – SH-5, Railroad Bridge, Plummer, District 1, were in the Special Reinforced Concrete Walkway, Special Bridge Drilled Shaft – Soil, Special Bridge Drilled Shaft - Rock, Retaining Wall, and Concrete Class 40-AF Schedule Number 2 items. Due to the relative consistency of all the bids received, staff saw no evidence of bid manipulation. It does not believe any significant savings would be realized by modifying the design and rebidding the project. It believes it is imperative to award the project soon to capitalize on the accelerated bridge construction techniques incorporated into the construction of this project for a one-season completion, so recommends awarding the bid. Low bidder: Ralph L. Wadsworth Construction, Company, LLC - \$9,306,839.

Nineteen of the 21 bridge pay items were bid higher than the engineer's estimate on key #12875 – US-95, Race Creek Bridge, Idaho County, District 2. Staff believes the remote location and the contractor's long distance to the project site increased the unit prices of the bridge items. There were no obvious errors or oversights in the plan set, so staff does not believe a significant savings would be realized if the project is re-advertised. Delaying the curve improvement would continue to restrict commerce through the project area to trucks with an off-track of 5.5 feet without an oversized load permit. Staff recommends awarding the project. Low bidder: West Company Inc. - \$2,373,771.

The main discrepancy between the engineer's estimate and low bid on key #13394 - SH-55, North Fork Payette River Bridge, Cascade, District 3 was in the Special Bridge – High Strength Fiber Reinforced Mortar, Special Bridge –

Temporary Work Platform, and Superpave Hot Mix Asphalt Paving Including Asphalt and Additives Class Special 3 items. The higher bid on the first two items was due to the fact that these items are specialty items with little bid history to obtain a more accurate estimate. The higher bid for the Superpave item was due to the small quantity and remote location. The District does not believe re-advertising the project would result in lower bids, so recommends awarding the contract. Low bidder: RSCI - \$4,783,800.

The major differences between the engineer's estimate and low bid on key #12345 – US-95, West/East Fork Goose Creek Bridges, District 3 were in the Concrete Bridge Deck Removal Class A, Cold Milling, Concrete Bridge Deck Removal Class B, Concrete Waterproof System C, and Pavement Marking items. The Average Unit Price was not used on those items. The Superpave Hot Mix Asphalt Paving Including Asphalt and Additives Class Special-3 item was also bid higher, presumably due to the small quantity and the limited resources and suppliers in the remote location. Staff recommends awarding the bid. Low bidder: C L Heilman Company Inc. - \$236,179.

The major differences between the engineer's estimate and low bid on key #13080 – SH-46, Ken Curtis Snake River Bridge, District 4, were in the Special Bridge Superstructure Jacking and Mobilization items. Difficulty with access and working with live loads remaining on the bridge presumably resulted in the higher bid for the Special Bridge Superstructure Jacking item. Mobilization will occur more than once on the project due to the bridge and traffic patterns, which resulted in a higher bid for that item. The District recommends awarding the contract. Low bidder: Cannon Builders Inc. - \$560,131.

Borrow, Superpave, Topsoil, 3/4" Aggregate Base, and Survey accounted for the majority of difference between the low bid and engineer's estimate on key #13823 – FY15 District 5 Turnbays. The project consists of turnbays in four different counties, two of which are remote. This presumably resulted in the higher bid. The District does not believe re-advertising the project would result in significant savings, so recommends awarding the project. Low bidder: Gale Lim Construction LLC - \$1,277,877.

The difference between the engineer's estimate and the low bid on key #12883 – SH-31, West Pine Creek Bridge, Bonneville County, District 6, was mainly due to items dealing with the relocation of the stream back to its historic stream bed, including Granular Borrow, Compacting Backfill, Seeding, Mulching, Mulch Anchoring, and Fertilizing. The higher bid is likely due to the risk associated with this work. The District does not believe re-advertising will result in better bids, so recommends awarding the project. Low bidder: Knife River Corporation – Northwest - \$633,696.

Informational Items. 1) Monthly Reporting of Federal Formula Program Funding for January. The Moving Ahead for Progress in the 21<sup>st</sup> Century federal transportation act was extended through May 2015. The partial-year level of funding provides a prorated share of \$199 million with match. Of the \$186.7 million available for all programs, \$152.5 million remains.

2) Non-Construction Professional Service Contracts Issued by Business and Support Management (BSM). The BSM Section processed two professional service agreements from January 1 to January 31 in the amount of \$77,255.

3) Contract Awards. Key #18994 – I-90, Huetter Port of Entry Weigh in Motion, District 1. Low bidder: Cameron Reilly LLC - \$246,049.

Key #12930 – US-95, Freeze Road and Beplate Road Turnbays, Latah County, District 2. Low bidder: Motley-Motley Inc. - \$965,603.

Key #13462 – US-95, Junction I-84 to Fruitland, District 3. Low bidder: Staker & Parson Companies dba Idaho Sand & Gravel Company - \$3,465,666.

Key #13035 – I-84, Bridge Repair, Boise, District 3. Low bidder Braun-Jensen, Inc. - \$1,428,000.

Key #13030 - SH-45, Deer Flat to I-84 Business, Nampa, District 3. Low bidder: Staker & Parson Companies dba Idaho Sand & Gravel Company - \$4,713,097.

Keys #12955 and #11239 – I-84, Snake River Twin Bridges Eastbound, Minidoka County and Snake River Twin Bridges Westbound, Minidoka County, District 4. Low bidder: Ralph L. Wadsworth Construction Company, LLC - \$17,884,952.

Key #12081 – SH-46, Junction I-84 to Wendell North City Limits, District 4. Low bidder: Staker & Parson Companies dba Idaho Sand & Gravel Company - \$1,984,992.

Key #12402 – SH-75, FY15 District 4 Guardrail Upgrade. Low bidder: Railco-LLC - \$187,180.

Keys #12343 and #12397 – FY15 District 3 Pavement Striping and FY15 District 4 Pavement Striping. Low bidder: Interstate Barricades - \$599,122.

Key #13068 – SH-46 and US-26, Wendell to Gooding, District 4. Low bidder: Western Construction, Inc. - \$2,162,222.

Key #12431 - I-15, Devils Creek to Marsh Valley Road Overpass, District 5. Low bidder: Western Construction, Inc. - \$6,930,000.

Keys #12465 and #12449 – FY15 District 6 Pavement Striping and FY15 District 5 Pavement Striping. Low bidder: Streamline Markings, Inc. - \$907,868.

Key #12882 – SH-33, Henry’s Fork Snake River Bridge, Madison County, District 6. Low bidder: Cannon Builders, Inc. - \$876,485.

4) Professional Services Agreements and Term Agreement Work Tasks Report. From January 1 through January 31, 25 new professional services agreements and work tasks were processed, totaling \$3,315,440. Four supplemental agreements to existing agreements were processed during this period in the amount of \$264,438.

5) Annual Report on Status of State-Owned Dwellings. The Department owns 3 stick-framed houses, 14 manufactured homes, 4 manufactured bunkhouses, and one apartment at Johnson Creek and one at Cavanaugh Bay Air Strips, plus 23 trailer pads, of which 12 currently have employee-owned manufactured housing on them. ITD also owns nine trailer pads and three houses at rest area locations around the state. The report also included the fair market rental value, rental status, and monthly rental fee.

6) Legislative Proposal Analysis. Staff reviewed proposed changes related to including forestry and forest products, logging of timber and timber harvesting in the definition for agricultural products; removing the reference allowing single rear axle refuse/sanitation trucks transporting refuse to exceed legal weight by 4,000 pounds on that single rear axle; and including refuse/sanitation trucks transporting refuse to be allowed to exceed legal weight up to 2,000 pounds in excess of any axle, bridge or gross vehicle weight limits established in Idaho Code 49-1001. Captiol/West Public Policy Group presented the legislative changes to the Board in December on behalf of the Associated Logging and Log Hauling Contractors of Idaho. Staff believes the proposal will provide a benefit to industry, clarity to enforcement personnel, and result in minimal impact to the highway infrastructure. There should be no fiscal impact, but education on the law, if it is approved, will be needed for compliance personnel. Staff will monitor the legislative proposal and provide information as needed.

Director’s Report. Director Ness said he gave a presentation at the Farm Bureau’s annual meeting and participated in an Associated General Contractors – Idaho forum in District 1. He presented the Department’s budget proposal to the Joint Finance and Appropriations Committee last week. Several transportation revenue bills have been introduced. He also recognized employees for innovations and exemplary service to their community.

The Director's entire report can be viewed at <http://itd.idaho.gov/Board>.

Chief Operating Officer Jim Carpenter commended staff for improving the winter performance metrics from last year and for accelerating the project delivery schedule. All FY15 projects have been advertised with the exception of one project that was delayed. The US-20, Thornton Interchange project is on the shelf, ready to be advertised. The decision on the legal sufficiency on District 2's US-95, Thorn Creek to Moscow project should be ready by June or July. He also reported that the bids were opened on the US-95, Race Creek Bridge project. This project will eliminate off-track restrictions on this section of highway north of Riggins.

Members Gagner and Horsch commended staff for is exemplary service, including cash flow management improvements that enabled the earlier advertisement and award of projects.

Legislative Update. Governmental Affairs Manager (GAM) Mollie McCarty said the Department's rules have been approved. The Department's legislative proposal related to motor vehicle liens sales has been pulled due to concerns. She summarized a number of transportation revenue-related proposals and other bills that staff is monitoring, including proposals related to the federal Real ID Act and eminent domain. She added that Member DeLorenzo's re-appointment to the Board has been approved.

Chairman Whitehead thanked GAM McCarty for the report and for her efforts on legislation.

District 2 Public Transportation Advisory Council (PTAC) Nominations. Public Transportation Manager (PTM) Mark Bathrick presented two nominations for the District 2 PTAC position: Alisa Anderson and Shannon Grow. The seated members of PTAC found both candidates to be qualified.

Member Vassar noted that both candidates are well qualified. Because she used to work with one of the candidates, Member Vassar declared a conflict of interest and said she will abstain from voting.

Vice Chairman Coleman made a motion, seconded by Member Gagner, and passed 4-0, to approve the following resolution:

RES. NO. ITB15-04 WHEREAS, Idaho Statute 40-514 states that public entities that use public funds to provide public transportation services within the state shall report not less than semiannually to the department the amount of funding expended, audits conducted, the number of passengers carried, the agency vehicles used and the vehicle miles driven to provide transportation for Idaho citizens. This group was created as the Public Transportation Advisory Council (PTAC) to advise the Idaho Transportation Department on issues and policies regarding public transportation in Idaho. The PTAC shall participate in planning activities, identify transportation needs, and promote coordinated transportation systems. Before setting programs and priorities, the PTAC shall seek pertinent information, facts and data from local government agencies and providers regarding the rural public transportation issues; and

WHEREAS, the PTAC shall be comprised of six (6) members appointed by the Idaho Transportation Board. These members shall be representatives for local governments and agencies, private organizations, citizens groups and private providers that have an interest in public transportation, and people with disabilities and the elderly who utilize public transportation; and

WHEREAS, the Board shall appoint said members from recommendations submitted by said organizations, groups' providers, users and state agencies in each district. One (1) member shall be appointed from each of the six (6) transportation department director districts as provided in Section 40-303, Idaho Code; and

WHEREAS, the term of each member shall be three (3) years and the initial appointments to the council shall be such that two (2) members shall be appointed each year thereafter; and

WHEREAS, applications were solicited from interested parties to fill the vacated position in District 2 and the Department received two applications. The applications from Alisa Anderson and Shannon Grow were brought forward to PTAC members in January 2015 for review; and

WHEREAS, the ITD – Public Transportation Manager hereby brings forth two nominations that have been reviewed by the seated members of the PTAC and both found by unanimous consensus to be fit candidates for the open seat in District 2.

*NOW THEREFORE BE IT RESOLVED*, that the Board has determined to appoint Alisa Anderson as the District 2 PTAC member for a term from February 23, 2015 through March 31, 2016.

Mobility Management Task Force Recommendations. PTM Bathrick said Texas A&M conducted a study on Idaho’s mobility management program. The long-term desired outcomes of the program are to improve transportation options, improve access to jobs, improve access to education and healthcare, increase overall capacity for seniors to age in place, improve air quality, and mitigate traffic congestion. PTAC created a Task Force to review the findings and provide a recommendation.

PTM Bathrick reported that the Council concurred with the Task Force’s recommendation to allocate state administration funds that have been identified through staff reductions and cost savings into district competitive pools. An application process will allow for-profit groups, not-for-profit entities, or individuals to apply for these funds in one, multiple, or all Districts. The recommendation also includes developing a communication plan of strategies and relevant materials to inform and engage stakeholders about public transportation, developing an implementation plan to track the progress and types of outreach conducted, and distributing some funds based on ridership.

The Board thanked PTM Bathrick and the Task Force for their efforts to address the mobility management program.

Member Gagner made a motion, seconded by Member Vassar, and passed unanimously, to approve the following resolution:

RES. NO.        WHEREAS, the Idaho Transportation Department receives both 5311 and 5310  
ITB15-05        State Administration Funds to hire and operate its Public Transportation office at the Department; and

WHEREAS, through re-organization, cost savings, elimination of full-time positions, and refocusing on ITD-Public Transportation’s core mission, ITD-PT has been able to identify sustainable funds that will be available based on current MAP-21 funding levels; and

WHEREAS, the Mobility Management Study and Task Force identified ridership as being of critical importance to the success of public transportation in Idaho; and

WHEREAS, the Mobility Management Task Force came to a unanimous consensus; approving the following programmatic solution to ensure that identified tasks are implemented to assist in increasing ridership statewide; and

WHEREAS, an application is released using cost saving funds identified in 5311 and 5310 State Administration dollars that will develop a list of organizations, groups, and entities in each District who have or may potentially have an interest in public transportation services to develop a Communication Plan of strategies and relevant materials to inform and engage these organizations, groups, and entities about public transportation and to develop an Implementation Plan to track the progress and types of outreach conducted; and



WHEREAS, the success of this application will be based on the performance measurement of a 90% completion of the identified Implementation Plan, and an overarching performance measurement resulting in an increase in statewide ridership; and

WHEREAS, ITD-PT will move the grant application cycle to once every two years allowing for critical planning on the part of ITD-PT's customers and for the reduction in staffing needs and travel by eliminating procedural hurdles in accordance with the Mobility Management Study.

*NOW THEREFORE BE IT RESOLVED*, that the Idaho Transportation Board has determined that it is important to the program and in the best interest of the public to proceed with the Mobility Management Task Force and Public Transportation Advisory Council's recommendations.

Additional 129,000 Pound Designated Route in Districts 2 and 3. Chief Engineer (CE) Dave Jones said ITD received a request to designate US-95 from Fruitland to Grangeville, milepost 63.051 to 240.273, as an up to 129,000 pound route. Analyses were completed by Districts 2 and 3, the Division of Motor Vehicles, and the Bridge Section. There was a 30-day public comment period that included two public hearings. Of the 16 comments received, five were in support of designating the route for vehicles up to 129,000 pounds, five were opposed, and six were neutral. Last month, CE Jones presented the findings to the Board Subcommittee on 129,000 Pound Truck Routes with a recommendation to approve the route. The Subcommittee concurred. He added that part of the route is restricted to vehicle combinations not to exceed 95 feet in overall length and not to exceed 5.5-foot off-tracking; however, there are some projects planned on US-95 that will eliminate the 5.5-foot off-tracking restrictions.

Vice Chairman Coleman made a motion, seconded by Member Vassar, and passed unopposed, to approve the following resolution:

RES. NO. WHEREAS, Senate Bill 1117 was enacted in 2013 allowing the Idaho  
ITB15-06 Transportation Board to designate state highways for permitted vehicle combinations up to 129,000 pounds upon request; and

WHEREAS, the Board established a Subcommittee on 129,000 Pound Truck Routes to implement provisions of the legislation; and

WHEREAS, the Idaho Transportation Department has received a request for a 129,000 pound route in Districts 2 and 3: US-95, Milepost (MP) 63.051 to 240.273; and

WHEREAS, the Chief Engineer and ITD Staff received the application and reviewed the proposed route by conducting an engineering and safety analyses of the route; and

WHEREAS, upon completion of the engineering and safety analyses, a 30-day public comment period was held, including an opportunity for verbal testimony, and 16 comments were received with 5 in support, 5 were neutral, and 6 were adversarial on the specific route; and

WHEREAS, the Chief Engineer presented his analysis to the Board Subcommittee on 129,000 Pound Truck Routes at its meeting on January 21, 2015, with a recommendation to approve the route; and

WHEREAS, after the Board Subcommittee reviewed the Chief Engineer's analysis and public comments, it passed a motion to approve the route request; and

WHEREAS, the Chief Engineer and the Board Subcommittee presented their analyses and recommendations to the full Board at the regularly scheduled Board meeting of February 2015.

*NOW THEREFORE BE IT RESOLVED*, that the Board accepts the Chief Engineer’s analysis and recommendation on the US-95, MP 63.051 to MP 240.273 route and the recommendation of approval from the Board Subcommittee; and

*BE IT FURTHER RESOLVED*, that the Board directs the Chief Engineer to issue a Letter of Determination that approves the referenced route request in District 2 and District 3.

State Institution Road Improvement. Mobility Services Engineer Nestor Fernandez said Board Policy 4045 State Institution Road Improvement allocates \$30,000 annually for the construction, alteration, repair and maintenance of roadways in, through, and around the grounds of state institutions. The Department of Administration, Division of Public Works is requesting FY16 funds to pave the gravel parking lot used to support the Lewis-Clark State College’s Automotive Professional-Technical Program at the Wittman Complex. The Department of Administration estimates the total project to cost \$50,000. Lewis-Clark College would provide the additional funding. The Governor has endorsed the request and recommends Board approval.

Member Vassar made a motion, seconded by Member DeLorenzo, and passed unopposed, to approve the following resolution:

RES NO.         WHEREAS, Idaho Code Section 40-310(14) establishes a program for the  
ITB15-07         construction, alteration, repair, and maintenance of roadways in, through, and around the grounds of state  
                      institutions; and

WHEREAS, the Idaho Transportation Board has authorized an amount up to \$30,000 annually for this program under Board Policy 4045; and

WHEREAS, the Department of Administration, Division of Public Works, has received a request in the amount of \$50,000; and

WHEREAS, \$20,000 of the project will be funded with Lewis-Clark College Funds; and

WHEREAS, \$30,000 of the project will be funded with Idaho Transportation Department Grant Funds; and

WHEREAS, the scope of work is to pave the gravel parking lot used to support the College’s Automotive Professional-Technical Program at the Wittman Complex. The College is planning on applying permeable pavement asphalt, which would obviate the need for storm-water accommodations; and

WHEREAS, the Division of Public Works has approved this request and forwarded it to the Governor’s Office; and

WHEREAS, the Governor has approved this request in a letter dated December 17, 2014 to the Idaho Transportation Board Chairman.

*NOW THEREFORE BE IT RESOLVED*, that the Board authorizes the Department Director to transfer funding to the Division of Public Works for the proposed project; and

*BE IT FURTHER RESOLVED*, that the Division of Public Works will administer or cause to be administered the Board approved project, including all phases of project development, construction and final cost accounting.

SH-5, Railroad Bridge, Plummer, Key #12864. Vice Chairman Coleman said Parametrix, Inc. was selected to perform engineering design services for the replacement of the SH-5 Railroad Bridge in Plummer in 2013. The agreement limited

the work to bridge design. For project continuity and because of its knowledge of the project, staff would like to use Parametrix, Inc. for additional services, including during construction. The costs for this additional work, \$200,000, will put the consultant over the term limit of \$500,000, requiring Board approval per Board Policy 4001.

Member DeLorenzo made a motion, seconded by Member Vassar, and passed unanimously, to approve the following resolution:

RES.NO. WHEREAS, the bid for the SH-5, Railroad Bridge, Plummer, key #12864 project  
ITB15-08 was opened on January 20, 2015 for 2015 construction, and the project will require structural engineering support services during construction; and

WHEREAS, District 1 and Headquarters Bridge request approval for Parametrix, Inc. for the structural engineering support services. Parametrix, Inc. was the Engineer of Record for the bridge design; and

WHEREAS, the Idaho Transportation Board has reviewed the justification from District 1 to continue with Parametrix, Inc. for construction support services on this project during construction and exceed the \$500,000 term limit for total project agreements.

*NOW THEREFORE BE IT RESOLVED*, that the Board has determined that it is important to the project and in the best interest of the public to proceed with the construction services agreement, combined together with design services agreements, up to the total amount on the project of \$700,000.

State FY15 Financial Statements. Controller Dave Tolman elaborated on the mid-year financial statements. Through December, revenues from all state sources are ahead of projections by 3.9%. Of that total, receipts from the Highway Distribution Account are ahead of forecast by 3.6%. State revenues to the State Aeronautics Fund are ahead of projections by about .8%. Expenditures are within planned budgets with the exception of the Facilities Program, which were more than expected due to a timing difference between planned and actual expenditures plus encumbrances for building projects.

Controller Tolman also said the FY14 audit resulted in one finding. Internal controls to reduce the risk of misstatement in inventory balances were not performed at a level to detect errors. The Department agrees with the finding and will ensure actual counts of inventory are reviewed and reconciled to confirm the reporting is accurate and consistent.

Executive Session on Personnel and Legal Issues. Member Gagner made a motion to meet in executive session at 11:25 AM to discuss personnel and legal issues as authorized in Idaho Code Section 67-2345 (a) and (f). Member Vassar seconded the motion and it passed 5-0 by individual roll call vote.

Discussions were held on personnel and legal matters.

The Board came out of executive session at 1:00 PM.

Annual Report on Human Resources (HR) Activities. Chief Human Resources Officer Brenda Williams said work is continuing to change the Department's culture to a more humanistic and encouraging culture. Strategies to develop leaders include training, coaching, and the leadership summit. A workforce planning project is underway. The staffing resources needed to meet customer demands, address changing technology, and determine new skills for the future are being evaluated, with organizational charts being developed to depict the future structure in 2020.

HR staff members reported on various activities. The HR Services office focuses on recruitment, benefits, classification and compensation, and employee relations. The employee turnover rate in FY14 was 6%, not including retirees. Some other statistics include 422 return-to-work cases were processed, 5,914 payroll actions were completed, 137 salary actions were analyzed, and 20 equal employment opportunity cases were investigated. The FY15 focus areas are workforce plans, redesigning the internship program, transitioning to electronic forms, and continuing efforts to improve the culture.

The Equal Employment Opportunity Office's main focus is to ensure compliance with federal regulations. The office provides support and training to local public agencies. It also supports Science, Technology, Engineering and Math (STEM) efforts and conducts outreach via newsletters and social media. This year's efforts are on re-designing the website and on innovations.

The Training and Development Office's primary activities have been related to the culture change and leadership development. To improve leaders' effectiveness, more attention will be given to managing results, communications, and emotions. 2015 activities will target Transportation Technician, Operations training and certification, leadership development for middle managers, and new training for employees impacted by the 2020 workforce changes.

Accomplishments of the Safety Office include establishing statewide incident response procedures, training for Commercial Drivers' License supervisors, and partnering with the Occupational Safety and Health Administration on development of surveyor safety training. There were 119 injury incidents in FY14 and 92 preventable employee incidents. Goals for this year include updating the drug and alcohol testing procedures, adapting the Bureau of Land Management's safety program, and implementing a motor pool pre-inspection system.

Chairman Whitehead thanked the staff members for the informative report and expressed appreciation for their efforts.

Wellness Program Annual Report. Wellness Coordinator Pauline Davis said the Wellness Program continues to offer a variety of preventive health care benefits. It provides education, resources, and events to promote healthy lifestyle habits. Some of the activities conducted last year included on-site health clinics, flu shots, and the annual fitness challenge. Blue Cross of Idaho is also offering a wellness incentive to state employees this fiscal year.

Chairman Whitehead thanked Ms. Davis for the report and for her efforts on this important program.

WHEREUPON, the Idaho Transportation Board's regular monthly meeting officially adjourned at 1:40 PM.

signed  
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JERRY WHITEHEAD, Chairman  
Idaho Transportation Board

Read and Approved  
March 25, 2015  
Boise, Idaho

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## WORKSHOP AND REGULAR MEETING OF THE IDAHO TRANSPORTATION BOARD

March 24-25, 2015

The Idaho Transportation Board met at 1:35 PM, on Tuesday, March 24, 2015, at the Idaho Transportation Department, District 3 Office in Boise, Idaho. The following principals were present:

Jim Coleman, Vice Chairman – District 1  
Janice B. Vassar, Member – District 2  
Julie DeLorenzo, Member – District 3

Dwight Horsch, Member – District 5  
Lee Gagner, Member – District 6  
Brian W. Ness, Director  
Scott Stokes, Chief Deputy  
Larry Allen, Lead Deputy Attorney General  
Sue S. Higgins, Executive Assistant and Secretary to the Board

Jerry Whitehead, Chairman and District 4 Member Jim Kempton participated via teleconference. Vice Chairman Coleman presided.

Workshop – FY16-20 Idaho Transportation Improvement Program (ITIP) Update. Currently, 82% of the Department’s pavements and 76% of its bridges are in good or fair condition. The goals are 82% and 80%, respectively. If no additional revenue is received, staff estimates that the condition of both pavements and bridges will be 76% in good or fair condition by 2019. The condition of bridges should not decrease because the Board made a concerted effort to address the bridge needs in the current ITIP. ITD needs an additional \$70 million per year to maintain the goal of 82% of pavements in good or fair condition. To achieve the goal of 80% of bridges in good or fair condition by 2020, an additional \$17 million per year is needed. To eliminate all of the 112 commerce-restricting bridges not included in the current ITIP would require \$365 million total, or \$37 million annually over a ten-year period. An additional \$30 million per year is needed for the safety program, plus \$12 million to remove operational projects like brooming, striping, and signing, from the ITIP. Ideally, these activities should be funded through the Operating budget.

Staff expressed concern with the aging infrastructure. Although the road surface may appear to be in good condition, the underlying base may be in poor condition. It was also noted that delaying preservation projects can result in the need to restore or reconstruct the road at a significant cost increase.

The Highway Safety Corridor Analysis system evaluates data to identify the highest priority locations for safety improvements and options to eliminate crashes. It identifies the cost benefit of projects and then evaluates the improvements to determine their effectiveness.

Staff reviewed the Strategic Initiatives Program. The goals are to fund projects that improve safety, mobility or economic opportunities and provide a return on investment.

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Discussion followed on the proposed funding levels for FY20. The Board expressed support for staff’s recommendation of \$80 million for pavement projects, \$63 million for bridge projects, and \$22 million for the Strategic Initiatives Program. The recommendation also included investing more money on the routes that are the most important to the state’s economy. Approximately 55% of the state’s highways were identified as major commerce routes, comprising 6,753 lane miles. These routes would be targeted for preservation and restoration projects while only preservation projects would be programmed on the other 45% of highways that have less commercial traffic.

WHEREUPON the workshop recessed at 4:25 PM.

March 25, 2015

The meeting reconvened at 8:30 AM on Wednesday, March 25, 2015 at the Idaho Transportation Department in Boise, Idaho. Vice Chairman Coleman, and Members Vassar, Horsch, and Gagner were present. Chairman Whitehead and Members DeLorenzo and Kempton participated via teleconference. Vice Chairman Coleman presided.

Board Minutes. Member Gagner made a motion to approve the minutes of the regular Board meeting held on February 23, 2015 as submitted. Member Vassar seconded the motion and it passed unopposed.

Board Meeting Dates. The following meeting dates and locations were scheduled:

April 29-30, 2015 – District 2

May 20-21, 2015 – Districts 5 and 6 tour, meeting in District 5

June 15-16, 2015 – District 4

Consent Items. Member Vassar made a motion, seconded by Member Gagner, and passed unopposed to approve the following resolution:

RES. NO. WHEREAS, consent calendar items are to be routine, non-controversial, self-  
ITB15-09 explanatory items that can be approved in one motion; and

WHEREAS, Idaho Transportation Board members have the prerogative to remove items from the consent calendar for questions or discussion.

*NOW THEREFORE BE IT RESOLVED*, that the Board approves the addition of SH-14, Legget Creek and Moose Creek Fish Passages to the Statewide Transportation Improvement Program; the addition of SH-75, Galena Summit Slide, Blaine County to the Federal Lands Access Program; adjustments to the State Transportation Program – Transportation Metropolitan Area Program; the advance of Local, FY15 and FY16 Transit Vehicle Purchase to FY15; a contract award; and revisions to Board Policy 4078 Board Resolutions.

1) Addition of SH-14, Legget Creek and Moose Creek Fish Passages to the Statewide Transportation Improvement Program (STIP). The Nez Perce Tribe and U.S. Forest Service asked District 2 to partner on a project on SH-14. The intent is to construct fish friendly pipes at Legget Creek and Moose Creek along the highway because those two locations have been identified as fish barriers. ITD would design the proposed structures and administer the construction contracts. The Bonneville Power Administration will provide the majority of funds. The project would benefit ITD because the pipes identified as fish barriers do not have much remaining service life and/or are not adequate hydraulically. Staff requested the addition of this project to FY15 for \$105,000 and to amend the STIP accordingly.

2) Addition of SH-75, Galena Summit Slide, Blaine County to the Federal Lands Access Program (FLAP). The Project Decision Committee of the FLAP recently announced the award of the SH-75, Galena Summit Slide project. The purpose of the project is to stabilize the historic slide area on SH-75, which will improve safety and reduce maintenance costs. The project is in partnership with the U.S. Forest Service and Western Federal Lands Highway District. The estimated cost is \$3,925,000, which will be funded through FLAP with a 7.34% state match. ITD will contribute \$50,279 of match for preliminary engineering by January 1, 2016 and \$237,816 of match for construction by March 2018. Construction is anticipated to begin in 2017. Staff requested the addition of the SH-75, Galena Summit Slide, Blaine County project to FY19 of the FLAP for \$3,925,000 and to amend the STIP accordingly.

3) Adjustments to the State Transportation Program – Transportation Metropolitan Area Program. Ada County Highway District (ACHD) and the Community Planning Association of Southwest Idaho (COMPASS) request the delay of the State Street and Collister Drive Intersection project, key #13481 because of design changes. This change resulted in the request for the following adjustments:

Add key #12363 Capital Maintenance, ACHD – FY15 to FY15 for \$152,000;

Remove key #12368 Franklin, Black Cat to Ten Mile from FY16 for \$400,000;

Remove key #12369 Capital Maintenance, ACHD – FY18 from FY16 for \$425,000 and from FY18 for \$5,495,000;

Delay key #12373 COMPASS Planning – FY15 and FY16 from FY15 to FY16 for \$175,000;

Add key #13479 Capital Maintenance, ACHD – FY17 to FY15 and FY17 in the amount of \$367,000 and \$4,000,000, respectively;

Remove key #13481 State Street and Collister Drive Intersection for \$353,000 in FY15 and \$4,640,000 in FY17 and add it to FY16, FY18, and FY19 for \$423,000, \$6,422,000, and \$1,949,000, respectively;  
Remove key #13482 Capital Maintenance Valley Regional Transit (VRT) – FY18 from FY18 for \$284,000;  
Add key #13902 Capital Maintenance, VRT – FY17 to FY17 for \$284,000;  
Remove key #13903 Capital Maintenance, ACHD – FY19 from FY19 for \$1,849,000;  
Advance key #18948 Freight and Goods Movement Study Update, COMPASS from FY18 to FY17 for \$400,000;  
Remove key #15003 Contract Increase Set Aside from FY17 for \$128,000;  
Remove key #15004 Contract Increase Set-Aside from FY18 for \$175,000; and  
Remove key #15005 Contract Increase Set-Aside from FY19 for \$100,000.  
Staff also requested authorization to amend the STIP to reflect the above changes.

4) Advance Local, FY15 and FY16 Transit Vehicle Purchase, Nampa to FY15. COMPASS requested the advance of Local, FY15 and FY16 Transit Vehicle Purchase, Nampa, key #12364 from FY16 to FY15 in the amount of \$970,000. Funding is available from the delay of two projects from FY15 to FY16: the I-15, Intersection Alameda Road and Jefferson, Pocatello project, key #11657 for \$652,000 and SMA-7169, Intersection Linder and Deer Flat Roads, Kuna, key #13492 for \$303,000. Staff requested approval to advance the requested project and to amend the STIP accordingly.

5) Board Approval of Contract Award. The low bid on key #13573 – US-20, Commercial Weight/Safety Compliance Station Phase 3, District 6, was more than ten percent over the engineer's estimate, requiring justification. The variance between the engineer's estimate and low bid appears to be in the Electrical and Mechanical and Mobilization items. The engineer did not have a sound basis for estimating the Electrical and Mechanical item. The project's two remote sites presumably led to the higher Mobilization cost. Staff does not believe a significant savings would be realized by rebidding the project, so recommended awarding the bid. Low bidder: Knife River Corporation - Northwest - \$684,238.

6) Revisions to Board Policy 4078 Board Resolutions. Staff recommended incorporating language from Board Resolution #95-01, which expired, into Board Policy 4078 Board Resolutions. The policy revision specifies that Roberts Rules of Order will be followed to conduct Board meetings. Other minor changes are also proposed, including renaming the policy Board Meetings and Resolutions.

Informational Items. 1) State FY15 Financial Statements. Through January, revenues to the State Highway Account were ahead of the forecast by 4.2%. Of that total, receipts from the Highway Distribution Account were ahead of forecast by 4.1%. State revenues to the State Aeronautics Fund were ahead of projections by about 2.3%. Expenditures were within planned budgets with the exception of the Facilities Program, which were more than expected due to a timing difference between planned and actual expenditures plus encumbrances for building projects. At the end of January, the balance of the long-term investments was \$62.4 million. These funds are obligated against construction projects and encumbrances.

2) Monthly Reporting of Federal Formula Program Funding for February. The Moving Ahead for Progress in the 21<sup>st</sup> Century federal transportation act was extended through May 2015. The partial-year level of funding provides a prorated share of \$199 million with match. Obligation authority is currently 93.7%. Of the \$159.6 million allotted for all programs, \$92.4 million remains.

3) Non-Construction Professional Service Contracts Issued by Business and Support Management (BSM). The BSM Section processed four professional service agreements from February 1 to February 28 in the amount of \$193,080.

4) Status: FY16 Appropriation – Joint Finance and Appropriations Committee (JFAC) Budget Setting. JFAC set ITD's FY16 budget earlier this month. It reduced the Department's spending authority for the mainframe migration, contract inflation, and replacement items, and eliminated the funding for the Commercial Driver's License system updates. The total reduction of \$611,000 was moved into contract construction to increase available funding for the roads.

5) Contract Awards. Key #12212 – US-95, Worley North, Kootenai County, Stage 2, District 1. Low bidder: M. A. Deatley Construction, Inc. - \$6,638,028.

Key #12358 – SH-55, Goose Creek Grade, Adams County, District 3. Low bidder: Knife River Corporation - Northwest - \$3,112,281.

Key #11228 – Webb Road, Nez Perce County, District 2. Low bidder: Crea Construction, Inc. - \$3,024,749.

6) Professional Services Agreements and Term Agreement Work Tasks Report. From February 1 through February 28, 18 new professional services agreements and work tasks were processed, totaling \$2,379,298. Four supplemental agreements to existing agreements were processed during this period in the amount of \$73,151.

Director's Report. Director Ness said a number of revenue enhancement proposals have been considered by the legislature. It is not known if the total funding will equal \$262 million, which is needed to maintain the current system. He met with Idaho's Congressional Delegation recently to discuss transportation funding and with Department of Corrections Director Kempf to discuss ITD's realignment. JFAC approved ITD's FY16 budget in the amount of \$555.5 million, including a 3% increase in employee compensation. He also recognized employees for exemplary performance and commended Hydraulics Engineer Lotwick Reese for 50 years of service to the state.

The Director's entire report can be viewed at <http://itd.idaho.gov/Board>.

Chief Deputy Scott Stokes said plans for hosting the annual Western Association of State Highway and Transportation Officials conference in July are proceeding well. The Division of Aeronautics developed an Aviation Accident Score Card. The document summarizes Idaho's aviation accidents in 2013 and identifies the main causes. The Score Card will be updated annually and should provide an effective tool to address aviation safety. He also mentioned that the Department has 11 highway safety focus areas. Teams comprised mainly of non-ITD personnel have been established to address each area of concern. The Strategic Safety Team is inviting these Teams to make presentations at its monthly meetings. He expressed appreciation for the valuable partnerships to address highway safety.

Chief Operating Officer (COO) Jim Carpenter said work is continuing on developing the staffing plans for 2020. This process includes reviewing every position and determining the skills that will be required of a future workforce. The US-20, Thornton Interchange project is on the shelf, ready to be advertised. District 2 is awaiting the Federal Highway Administration's decision on the legal sufficiency on the US-95, Thorn Creek to Moscow project. That will be followed by a 30-day advertisement period and then the Record of Decision. He believes that may be issued by May or June. Staff is continuing the right-of-way process on the US-95, Council Alternate Route.

Staff continues to monitor the speed limits on I-15, I-84, and I-86 because of the increased speed limit to 80 miles per hour. COO Carpenter reported that the overall speed has increased about 2 or 3 miles per hour on all three Interstates. The differential speed limit is about 7 to 9 miles per hour. These statistics are in accordance with the expectations. Crashes on these routes appear stable. No concerning trends have been identified, but staff will continue to monitor the speed limits. COO Carpenter also mentioned a construction claim with Scarsella that will presumably go to arbitration.

Char McArthur, Chief Administrative Officer, elaborated on the status of federal funding and obligations, noting that the majority of funds have been obligated this month, and on the JFAC budget. Staff is still reviewing the options to address the reduction in funds for the mainframe migration, replacement equipment, and contract inflation. The Department's Annual Report has been recognized nationally for its improved format and the Cyber Security Office has been recognized for the system it developed to track progress. Staff has developed training on the budget for the Department's leaders. In closing, she noted that the number of innovative ideas submitted was below the goal.

Chief Human Resources Officer Brenda Williams said the Department's compensation plan for FY16 has been submitted to the Division of Financial Management based on a 3% change in employee compensation. She also announced 11 retirements.



Member DeLorenzo left the meeting at this time.

Legislative Update. Governmental Affairs Manager (GAM) Mollie McCarty said the Department's proposed legislation to remove wholesale dealers from the Idaho Consumer Asset Recovery Fund requirements and related to driver's license and learner's permits have been signed into law. The vehicle title process clean-up legislation has been approved by both chambers and is awaiting the Governor's signature. Other legislation of interest that has been signed into law includes a bill requesting the U.S. Department of Homeland Security give Idaho an extension to comply with the REAL ID Act; the allowable load per inch width of tire proposal; and providing Idaho State Police with authority to close highways. She mentioned other legislation still being considered, including a number of revenue enhancement proposals.

Vice Chairman Coleman thanked GAM McCarty for the report.

GARVEE Bond Refunding (Refinance). Controller Dave Tolman said he meets periodically with the Idaho Housing and Finance Association and Citigroup to review market conditions. The group believes it would be advantageous to enter the market to refund (refinance) a portion of the GARVEE bonds. The bonds sold with an 18-year maturity timeline are callable after 10 years. Idaho issued seven bond series between 2006 and 2014 with an average interest rate of 4.41%. The total outstanding debt is \$633.2 million with a callable amount of \$479.8 million.

Controller Tolman said the criteria used to determine if refunding would be advantageous is a present value savings at or above 2% of PAR value of maturity, an escrow efficiency of at least 50%, and the ability to reduce debt service without extending the term. The group recommends refunding the Series 2006 bonds plus as much of the 2008 and 2009 series as market conditions warrant.

Member Gagner made a motion, seconded by Member Vassar, and passed unopposed, to approve the following resolution:

RES. NO. ITB15-10      WHEREAS, the Idaho Transportation Department (ITD) strives to make available to the citizens of Idaho the finest transportation system via new construction projects and management of statewide assets and has authorized the use of a Grant Anticipation Revenue Vehicle (GARVEE) bonded program; and

WHEREAS, the ITD, the Idaho Transportation Board, and the Idaho Housing and Finance Association (IHFA) have entered into a Master Financing Agreement with respect to the bonds; and

WHEREAS, refunding such bonds promotes the purposes of the GARVEE Program, is in the public interest, serves a public purpose for the benefit of the people of the State of Idaho, provides a reduction of debt service and constitutes a proper exercise of the authority particularly set forth in I.C. 40-315; and

WHEREAS, Idaho Code Sections 40-315 and 67-6210 provides the Board and the IHFA the authorization to approve a total bond amount and authority to issue bonds for transportation projects on amounts authorized by the Idaho Legislature in Legislative Session 2006 House Bill 854, Legislative Session 2007 House Bill 336, Legislative Session 2008 House Bill 657, Legislative Session 2009 Senate Bill 1186, Legislative Session 2010 Senate Bill 1427, and Legislative Session 2011 House Bill 285; and

WHEREAS, a Preliminary Official Statement for the refunding bonds and the distribution thereof to potential bond purchasers and the distribution to all actual purchasers of the bonds of a final Official Statement will thereafter be carried out; and

WHEREAS, other bonding documents will also be needed to be executed setting forth the applicable series of bonds.

*NOW THEREFORE BE IT RESOLVED*, by the Board as follows:

1. Pursuant to I.C. 40-315, the Board approves the refunding and recommends to IHFA the financing thereof through the issuance of the Bonds in an aggregate principal amount not to exceed \$299,260,000 comprising of: \$97,665,000 for the callable portion of the Series 2006 bonds; and \$106,365,000 for the callable Series 2008A bonds; and \$95,230,000 for the callable Series 2009 bonds provided that: (a) the ITD and the ITB have entered into a supplement to the Master Financial Agreement relating to the Bonds and previously executed; and (b) the ITD has provided to the IHFA all of the certificates, documents and information required under Idaho Code Section 67-6210(k).
2. The Chairman and/or Director is hereby authorized and directed, for and in the name and on behalf of the ITB to execute the following bonding documents and any other documents required for the closing of the bonds setting forth the terms of the applicable series of bonds together with such additions or changes in the form thereof as may deem necessary or advisable, such approval to be conclusively evidenced by the execution of said bonding documents as so added to or changed.

Final Official Statement

Supplemental to Master Financial Agreement

Master Trust Indenture

Series Trust Indenture

3. Further, the Board and ITD will keep books and records of all expenditures and will make a reimbursement allocation, which is a written allocation that evidences the use of proceeds of the Bonds for Project expenditures no later than 18 months after the later of the date on which the expenditure is paid or the related Project is placed in service or abandoned, but in no event more than three years after the date on which the expenditure is paid. Finally, that this resolution evidences the Board's intent and reasonable expectation under Treas. Reg. Section 1.150-2 (d) (1) to use the proceeds of the Bonds to pay certain costs of the Projects and to reimburse the Board and ITD for expenditures for the costs of the Projects paid prior to the issuance of the Bonds to the extent permitted by federal tax regulations.

Chairman Whitehead and Member Kempton left the meeting at this time.

Employee Service Awards. The Board participated in the Employee Service Awards. Vice Chairman Coleman provided remarks on behalf of the Board and presented Director Ness with his five-year award.

Member Kempton resumed participation via teleconference.

Annual Report on Audits. Internal Review Manager (IRM) Carri Rosti said the Internal Review Office's goals are to help ensure internal controls exist that increase the probability of ITD achieving its strategic goals and complying with policies and regulations, provide recommendations to help improve internal controls, and help promote the Department's accountability. She summarized the auditing standards the Office uses.

IRM Rosti and staff members summarized some of their 2014 activities. Reviews or audits were conducted on site manager contract administration and implementation, consultant agreement administration, the Ports of Entry, and consultant's indirect cost rates. It also assisted with the Cyber Security Risk Assessment, monitored internal control features in the Division of Motor Vehicles' system development, and participated in American Association of State Highway and Transportation Officials quality assurance peer reviews.

Some of the work planned in 2015 includes a follow-up audit on the Division of Aeronautics, attestation of ITD's grant management of sub-recipients, internal control training, grant management training, and a review of the Buy Back Program.

In response to Member Gagner's question on the process to develop the work plan, IRM Rosti replied that a matrix with 11 criteria is used to consider internal work. Management is encouraged to submit requests.

Vice Chairman Coleman thanked IRM Rosti and staff for the informative report.

Trucking Advisory Council (TAC) Membership Appointment. Motor Vehicle Administrator Alan Frew recommended appointing Keith Treasure to the TAC, representing District 6, with a term to expire on December 31, 2017. The vacancy is due to the TAC's selection of former District 6 member John Pocock as TAC chairman.

Member Vassar made a motion, seconded by Member Gagner, and passed unopposed, to approve the following resolution:

RES. NO.        WHEREAS, the Idaho Transportation Department recognizes the ongoing need to  
ITB15-11        stay involved with the Idaho trucking industry as partners in highway transport, safety, operations, and  
                     freight management; and

                     WHEREAS, the Idaho Transportation Board has authority to establish internal structures deemed  
                     necessary for its duties; and

                     WHEREAS, the Motor Vehicle Administrator, in consultation with the trucking industry, recommends  
                     the following person to terms as member of the Trucking Advisory Council:  
                     District 6 Member Heath Treasure, March 2015 – December 31, 2017

*NOW THEREFORE BE IT RESOLVED*, that the Board accepts the recommendation of the Motor Vehicle  
                     Administrator, establishing the Trucking Advisory Council with members and terms of service; and

*BE IT FURTHER RESOLVED*, that the Board appoints this person to a position and term of service on the  
                     Trucking Advisory Council; and

*BE IT FURTHER RESOLVED*, that the Board directs staff to provide the necessary administrative support  
                     to the Trucking Advisory Council for the efficient and timely disposition of its duties to the Board.

Reconfigure US-2 along 5<sup>th</sup> Avenue in Sandpoint and Relinquish Downtown Streets. District 1 Engineer (DE) Damon Allen said the Board Subcommittee on State Highway System Adjustments and staff have been working with the City of Sandpoint to address traffic concerns in downtown Sandpoint. A public hearing was held on November 18, 2014 in Sandpoint on the proposed operational changes on US-2 along 5<sup>th</sup> Street to a two-way route and then the state's relinquishment of Pine Street, 1st Avenue, Superior Street, and Cedar Street to the City.

At its meeting last month, the Board Subcommittee on State Highway System Adjustments passed a motion to recommend Board approval of the above-outlined proposal plus authority to program a project to construct the operational change.

Member Gagner made a motion, seconded by Member Vassar, and passed unanimously, to approve the following resolution:

RES. NO.        WHEREAS, at the City of Sandpoint's request, Idaho Transportation Department  
ITB15-12        District 1 has performed a traffic analysis to determine a feasible alternative to allow two-way traffic along  
                     5<sup>th</sup> Avenue (US-2); and

WHEREAS, the Department was interested in constructing a project so that US-2 traffic could be shifted off of the downtown City streets; and

WHEREAS, the City of Sandpoint was interested in obtaining jurisdictional control of these streets through building a project and through a Road Relinquishment and Transfer of Ownership Agreement and the Cooperative Agreement; and

WHEREAS, the City has voted to approve the proposal to change 5<sup>th</sup> Avenue to two-way traffic and take jurisdiction of 1<sup>st</sup> Avenue, Pine Street, Cedar Street, and the portion of Superior Street identified in said agreements.

*NOW THEREFORE BE IT RESOLVED* that the Department will sign the Road Relinquishment and Transfer of Ownership Agreement and the Cooperative Agreement to relinquish 1<sup>st</sup> Avenue, Pine Street, Cedar Street, and Superior Street; and

*BE IT FURTHER RESOLVED*, that the Idaho Transportation Board approves the Official Minute, as shown as Exhibit 452, which is made a part hereof with like effect, authorizing the reconfiguration of US-2/5<sup>th</sup> Avenue in Sandpoint and then the relinquishment of the roadways described above by transferring the roadways to the City of Sandpoint by means of quit claim deed; and

*BE IT FURTHER RESOLVED* that the Board will program a project to the Idaho Transportation Improvement Program to construct the reconfiguration of 5<sup>th</sup> Avenue (US-2).

The Board commended the involved parties for the collaboration that led to the satisfactory resolution of the concerns with US-2 traffic in downtown Sandpoint and the relinquishment of state highways in the municipality.

Sandpoint City Attorney Scot Campbell presented a letter of appreciation from the City of Sandpoint, emphasizing its support for this resolution.

Executive Session on Personnel and Legal Issues. Member Vassar made a motion to meet in executive session at 11:30 AM to discuss personnel and legal issues as authorized in Idaho Code Section 67-2345 (b) and (f). Member Horsch seconded the motion and it passed 5-0 by individual roll call vote.

Chairman Whitehead joined the meeting at the Idaho Transportation Department.

Discussions were held on personnel and legal matters.

The Board came out of executive session at 2:00 PM.

Chairman Whitehead left the meeting at this time.

Distracted Driving Panel. Highway Safety Manager (HSM) Brent Jennings said distracted driving is a significant highway safety problem, contributing to 21% of all crashes and 20% of all fatalities in 2013. A Distracted Driving Task Force has been established to create and implement strategies for eliminating death and serious injuries due to distracted driving. The panel members, comprised of public and private partners, elaborated on activities to educate motorists about the dangers of driving while distracted and shared personal stories about the effects of crashes that resulted when drivers were distracted. Nampa Police Chief Kingsbury talked about the difficulty of enforcing Idaho's law prohibiting texting while driving because it can be difficult to prove the driver was texting; although drivers can be cited for inattentive driving. He added that there are numerous other distractions for motorists.

The Board members expressed appreciation to the panel members for the informative presentation and for their important efforts to address distracted driving.

Policy Review. BSM Manager Michelle Doane presented revisions to Administrative Policy 5009 Release and Restriction of Department Records, formerly A-01-15. A purpose statement and the legal authority have been added. Additionally, the definitions are being simplified and the process and responsibilities are being streamlined.

Member Vassar made a motion to approve revisions to Administrative Policy 5009 Release and Restriction of Department Records. Member Horsch seconded the motion and it passed unopposed.

New Business. DE Allen said the bids on key #12948, I-90 – Wallace Viaduct, Modular Joint Repair were opened yesterday. The low bid was more than ten percent over the engineer’s estimate, requiring justification and Board approval. The major differences between the low bid and engineer’s estimate are in the Expansion Joint Modular, Special Bridge Remove Modular Expansion Joint, and Pavement Marking Spray Applied items. The difference between the low bid and engineer’s estimate for the two modular joint items may be due to the estimated effort to work with existing reinforcing in the joint area. The pavement marking difference may be due to recent price fluctuations. DE Allen believes it is imperative to award the project as soon as possible to repair the deteriorated joints in the bridge, which present a detriment to safety and mobility. The low bidder is C. L. Heilman Company, Inc. with a bid of \$1,756,896.

Member Gagner made a motion, seconded by Member Vassar, and passed unopposed, to approve the following resolution:

RES. NO. WHEREAS, key #12948, I-90 Wallace Viaduct, Modular Joint Repair, Phase 1 is  
ITB15-13 approved in FY16 of the Approved FY15-19 Idaho Transportation Investment Program; and

WHEREAS, one modular joint has failed and District 1 has temporarily reduced the speed limit on I-90, adjusted traffic patterns, and installed a metal plate to span the failed joint; and

WHEREAS, the Idaho Transportation Department has opened bids for this project and the low bid was 115% of the engineer’s estimate; and

WHEREAS, the District 1 Engineer recommends awarding this project to mitigate the impact to safety and mobility on I-90; and

WHEREAS, Board Policy 4001 requires Idaho Transportation Board approval of projects exceeding the engineer’s estimate more than 10%.

*NOW THEREFORE BE IT RESOLVED*, that the Board approves the award of key #12948, I-90 – Wallace Viaduct, Modular Joint Repair, Phase 1.

WHEREUPON, the Idaho Transportation Board’s regular monthly meeting officially adjourned at 2:50 PM.

signed  
\_\_\_\_\_  
JERRY WHITEHEAD, Chairman  
Idaho Transportation Board

Read and Approved  
April 29, 2015  
Orofino, Idaho

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# REGULAR MEETING AND DISTRICT 2 TOUR OF THE IDAHO TRANSPORTATION BOARD

April 29-30, 2015

The Idaho Transportation Board met at 9:30 AM, on Wednesday, April 29, 2015, in Orofino, Idaho. The following principals were present:

Jerry Whitehead, Chairman  
Jim Coleman, Vice Chairman – District 1  
Janice B. Vassar, Member – District 2  
Julie DeLorenzo, Member – District 3  
Jim Kempton, Member – District 4  
Dwight Horsch, Member – District 5  
Lee Gagner, Member – District 6  
Brian W. Ness, Director  
Scott Stokes, Chief Deputy  
Larry Allen, Lead Deputy Attorney General  
Sue S. Higgins, Executive Assistant and Secretary to the Board

Welcome. Clearwater County Commissioner Don Ebert welcomed the Board to Clearwater County and Orofino. He commended the District 2 staff for its exceptional work, and, as chairman of the Local Highway Technical Assistance Council (LHTAC), he expressed appreciation for the good working relationship with ITD. He also emphasized the important role transportation plays in the state's economy.

Adopt-A-Highway Presentation (AAH). Member Vassar thanked the Veterans of Foreign War Post 5407 from Kamiah for participating in the AAH Program. The group has been picking up litter along a two-mile stretch of SH-162 since 2010.

Amendments to the Meeting Agenda. Staff requested the removal of four items from the meeting agenda. It would like additional time to consider the request to add SH-14, Mount Idaho Bridge to Hungry Ridge Road to the Federal Lands Access Program. It would like to remove the item to delay SMA-7564, A Street, Moscow, Stage 2, to work with LHTAC on additional changes to the Program as a result of delaying this project. The request to revise Administrative Rule 39.03.01 Definitions and 39.03.22 Extra Length, Excess Weight and Up to 129,000 Pounds needs to be reviewed by the Division of Financial Management. The City of Stites requested time at the Board meeting to discuss concerns with SH-13; however, District 2 Engineer (DE) Dave Kuisti met with city officials last week. The city officials believe staff will address their concerns, so cancelled their appearance before the Board.

Member Horsch made a motion to amend the agenda to remove the addition of SH-14, Mount Idaho Bridge to Hungry Ridge Road to the Federal Lands Access Program; the delay of SMA-7564, A Street, Moscow, Stage 2; revisions to Administrative Rule 39.03.01 Definitions and 39.03.22 Extra Length, Excess Weight and Up to 129,000 Pounds; and the delegation from the City of Stites. Member Gagner seconded the motion and it passed unopposed.

Board Minutes. Member Gagner made a motion to approve the minutes of the regular Board meeting held on March 24-25, 2015 as submitted. Member DeLorenzo seconded the motion and it passed unopposed.

Board Meeting Dates. The following meeting dates and locations were scheduled:

May 20-21, 2015 – Districts 5 and 6 tour, meeting in District 5  
June 15-16, 2015 – District 4  
July 23, 2015 – District 3

Consent Items. Vice Chairman Coleman made a motion, seconded by Member Gagner, and passed unopposed, to approve the following resolution:

RES. NO. WHEREAS, consent calendar items are to be routine, non-controversial, self-  
ITB15-14 explanatory items that can be approved in one motion; and

WHEREAS, Idaho Transportation Board members have the prerogative to remove items from the consent calendar for questions or discussion.

*NOW THEREFORE BE IT RESOLVED*, that the Board approves changes to the Public Transit Program; changes to the Transportation Alternative Program – Transportation Management Area Program; the advance of STC-3857, Sand Hollow, Payette County Stage 1 from FY17 of the Local Rural Program; the removal of STC-2753, 300 North Road at 95 East, Jerome Highway District from the Local Safety Program; and Burma Road; Gotham Bay Road to Junction SH-97.

1) Changes to the Public Transit Program of the FY15-19 Statewide Transportation Improvement Program (STIP). The Community Planning Association of Southwest Idaho (COMPASS) requests the following changes to the STIP and staff requests authorization to amend the STIP to reflect the changes:

Add Rideshare Platform Valley Regional Transit/Ada County Highway District to FY15 for \$48,000;  
Delay key #12759, Nampa Urbanized Area from FY14 to FY15 for \$12,000;  
Delay key #12761, Nampa Urbanized Area from FY14 to FY15 for \$70,400;  
Delay key #13832, Purchase of Service FY13 from FY14 to FY15 for \$147,000;  
Increase key #18788, Associated Capital Enhancements, Boise to \$552,000 in FY15 and to \$45,000 in FY16; and  
Increase key #19122, Capital Lease or Purchase/Maintenance to \$79,000 in FY15 and to \$40,000 in FY16.

2) Changes to the Transportation Alternatives Program – Transportation Management Area. COMPASS requests the following changes and staff requests approval to modify the STIP accordingly:

Remove key #13920, Loggers Creek Pedestrian Bridge from FY15 and FY17 for \$10,000 and \$110,000, respectively;  
Delay key #13916, Dry Creek Trail, Eagle from FY15 to FY16 for \$95,000; and  
Advance key #13514, Garden City to Americana Greenbelt from FY16 to FY15 for \$95,000.

3) Advance STC-3857, Sand Hollow, Payette County Stage 1 from FY17. LHTAC requests advancing key #11237, STC-3857, Sand Hollow, Payette County, Stage 1 from FY17 to FY15 in the Local Rural Program for \$2.8 million. LHTAC recently decreased obligations on several projects in preparation for closing those projects. It also reduced many FY15 schedules to more accurately reflect needs for this fiscal year. Those efforts resulted in \$2.8 million in unprogrammed funds, allowing for the advancement of this project. Staff also requests approval to adjust the STIP accordingly.

4) Remove STC-2753, 300 North Road at 95 East, Jerome Highway District. LHTAC requests the following changes to the Local Safety Program and staff requests approval to amend the STIP accordingly:

Remove key #13994, STC-2753, 300 North Road at 95 East for \$48,000 in FY15 and \$200,000 in FY16;  
Increase key #18721, East Canyon Road Guardrail to \$48,000 in FY15; and  
Reallocate \$200,000 in FY16 following the April 2015 program update.

5) Burma Road; Gotham Bay Road to Junction SH-97, Kootenai County. LHTAC requests approval to exceed the consultant agreement amount of \$1,000,000 by \$590,000 for the Burma Road; Gotham Bay Road to Junction SH-97 project, key #9462. The additional work is required due to landslide events that need to be repaired. LHTAC has identified savings to cover the \$250,000 shortfall of funds.

Informational Items. 1) State FY15 Financial Statements. Through February, revenues to the State Highway Account were ahead of the forecast by 5.2%. Of that total, receipts from the Highway Distribution Account were ahead of forecast by

4.3% or \$5.4 million. State revenues to the State Aeronautics Fund were ahead of projections by about 2.9%. Expenditures were within planned budgets with the exception of the Facilities Program, which were more than expected due to a timing difference between planned and actual expenditures plus encumbrances for building projects. At the end of February, the balance of the long-term investments was \$62.2 million. These funds are obligated against construction projects and encumbrances. Expenditures for GARVEE approved projects through the end of February exceeded \$41.7 million and are progressing as planned.

2) Monthly Reporting of Federal Formula Program Funding for March. The Moving Ahead for Progress in the 21<sup>st</sup> Century federal transportation act was extended through May 2015. The partial-year level of funding provides a prorated share of \$199 million with match. Obligation authority is currently 93.7%. Of the \$168.7 million allotted for all programs, \$1.6 million remains.

3) Non-Construction Professional Service Contracts Issued by Business and Support Management (BSM). The BSM Section processed three professional service agreements from March 1 to March 31 in the amount of \$243,400.

4) Contract Awards. Key #13018 – Pedestrian Safety Improvements, Lapwai. Low bidder: West Company, Inc. - \$557,054.

Key #13465 – I-84 Business, FY15 District 3 Microseals, Canyon County. Low bidder: Intermountain Slurry Seal, Inc. - \$1,913,000.

Key #12085 – Yale Road, Cassia County, Stage 3. Low bidder: Western Construction, Inc. - \$2,253,379.

The following projects are currently being advertised:

- Key #13515 – Upper Middle Fork Road, Atlanta Highway District, District 3;
- Key #13468 – SH-16 and SH-52, Hamiltons Corner to Junction SH-16, District 3;
- Key #13470 – SH-55, FY16 Sealcoats, Valley County, District 3;
- Key #11495 – Cheney Drive; Washington Street to North College Road, College of Southern Idaho, District 4;
- Key #13563 – Turner Road Penstock Bridge, Caribou County, District 5; and
- Key #9854 – 21<sup>st</sup> Street Reconstruction, Heyburn, District 4.

5) Professional Services Agreements and Term Agreement Work Tasks Report. From March 1 through March 31, 22 new professional services agreements and work tasks were processed, totaling \$1,642,261. Five supplemental agreements to existing agreements were processed during this period in the amount of \$229,820.

Director's Report. Director Ness expressed appreciation for Commissioner Ebert's remarks and concurred with the improved relationship between LHTAC and ITD. He thanked DE Kuisti and the District 2 staff for their hospitality this week, as he started his 6<sup>th</sup> annual District visits.

Director Ness reported that the legislature increased the state's transportation revenue by approximately \$94 million annually, which is a good start to address the funding shortfall. In addition to the permanent revenue increase via mechanisms such as a 7 cent fuel tax increase and \$21 vehicle registration fee increase, the legislature also dedicated some of the state's surplus revenue to transportation; however, that component sunsets in two years. Projects will be selected based on their ability to improve safety and economic opportunities.

Director Ness thanked ITD employees for their continued efforts to identify efficiencies and innovations. The legislature passed a 3% change in employee compensation for FY16. He was pleased to report that the Department will implement that in May with salary savings. He thanked the Board for its support for this proposal.

The Director's entire report can be viewed at <http://itd.idaho.gov/Board>.



Chief Deputy Scott Stokes reported on Congressional action to approve the Secure Rural Schools Act, which provides funding for roads and bridges to some local highway jurisdictions. He summarized the administration's transportation proposal, which has an emphasis on safety, data-driven decisions, and performance measures. The American Association of State Highway and Transportation Officials' Subcommittee on Highway Safety held its meeting in Boise earlier this month. ITD and a number of its partners participated in Governor Otter's proclamation of April as distracted driving awareness month.

Chief Operating Officer (COO) Jim Carpenter said the Department has agreements with the Federal Highway Administration and Associated General Contractors of Idaho on pavement warranties. ITD's seal coat warranties were successful, so that alternative is being expanded. In response to a number of questions, COO Carpenter said the contractor is involved with the project specifications; the Department initially saw an increase in the bid amounts, but after several projects, the bids were lower; and ITD has to accept the lowest responsible bid, but it will monitor the contractor's quality of work.

COO Carpenter said efforts are continuing on succession planning. District 2 is expected to address FHWA's comments on the legal sufficiency review on the US-95, Thorn Creek to Moscow project next month. It is expected to be published in the Federal Register in July or August. The US-95, Council Alternate Route is proceeding well, with one right-of-way parcel left to acquire. Although the US-20, Thornton Interchange project is on the shelf, ready to be advertised, staff is revisiting the project to consider an additional off-ramp.

Alive at 25 Youth Highway Safety Program. Orofino Police Chief Jeff Wilson, who is also a member of the Idaho Traffic Safety Commission, said the Alive at 25 program is an interactive effort that encourages young drivers between the ages of 15 and 24 to take responsibility for their driving behavior. He expressed appreciation to the Office of Highway Safety for its partnership, including a grant that was used for training for this program.

Officer Matt Russell elaborated on the highway safety program. It encourages drivers to make wise decisions and to consider the impacts that may result from poor decisions.

The Board thanked Chief Wilson and Officer Russell for the presentation and commended them for establishing this excellent program in Orofino.

District 2 Report. DE Kuisti reported on some personnel changes, noting the consolidation of the contract administration duties under a single resident engineer. The special crew and traffic services were reduced and consolidated into one crew. He said 100% of the 2014 projects were designed on time. Eleven of the district's 13 construction projects met the goal of final construction cost as a percent of contract award. Staff's winter storm mobility metric improved considerably. During the 2013-14 winter, the District's roads were not significantly impeded 42% of the time. This past year, that increased to 70% of the time. Additionally, the winter road reports were delivered on time 99% of the time. The District will work on delivering projects on time, staying on target with contract administration, continuing to refine winter maintenance efforts, and continuing to improve the culture.

Member Vassar commended DE Kuisti and his staff for their efforts. Chairman Whitehead thanked DE Kuisti for the informative report.

Add US-2, Pine Street to Cedar Street, Sandpoint to the Board Unallocated Program. COO Carpenter summarized the Board's action last month to proceed with operational changes on US-2 in Sandpoint and the relinquishment of several streets to the City of Sandpoint. The total project cost is estimated at \$2,245,000. He requested \$400,000 in FY15 Board Unallocated Account funds for development costs and \$1,770,000 in FY16 for right-of-way acquisition, utility relocation, and construction. The remaining \$75,000 in costs will be from state forces. He noted that the current balance in the Unallocated Account is \$5 million in both fiscal years.

Vice Chairman Coleman made a motion, seconded by Member DeLorenzo, and passed unanimously, to approve the following resolution:

RES. NO. WHEREAS, it is in the public interest for the Idaho Transportation Department to  
ITB15-15 accomplish a current, realistic and fiscally constrained Highway Transportation Investment Program; and

WHEREAS, it is the intent of the Idaho Transportation Board to effectively utilize all available federal, state, local, and private capital investment funding; and

WHEREAS, at the City of Sandpoint's request, ITD District 1 performed a traffic analysis to determine a feasible alternative to allow two-way traffic along 5<sup>th</sup> Avenue (US-2); and

WHEREAS, the Department is interested in constructing a project so that US-2 traffic could be shifted off of the downtown City streets; and

WHEREAS, at the March 2015 Board meeting the Board unanimously voted to approve a resolution to allow two-way traffic on 5<sup>th</sup> Avenue (US-2) and execute agreements to relinquish ownership of 1<sup>st</sup> Avenue, Pine Street, Cedar Street, and the portion of Superior Street identified.

*NOW THEREFORE BE IT RESOLVED*, that the Board approves the addition of US-2, Pine Street to Cedar Street, Sandpoint to FY16 of the Program and to designate the funding program for this project to come from the State funded Board Unallocated Program; and

*BE IT FURTHER RESOLVED*, that the Board approves the use of the State Board Unallocated funding of \$400,000 in FY15 and \$1,770,000 in FY16 to construct the reconfiguration of 5<sup>th</sup> Avenue in FY16; and

*BE IT FURTHER RESOLVED*, that staff is authorized to amend the FY15-19 Statewide Transportation Improvement Program accordingly.

State Highway System Adjustments Procedures Document and Policy Review. Chief Engineer/Division of Engineering Products and Plans Administrator Dave Jones said staff has been working with the Board Subcommittee on State Highway System Adjustments to revise the policies on state highway system adjustments. The main change is removing the process and criteria for system adjustments from the administrative policy. A new manual, State Highway System Adjustments Procedures, was created to outline the process. The document includes a new form to be completed when a system action is being requested.

The manual includes language from Idaho Code. When contemplating state highway system routes, the Board is to consider the development of government, industry, commerce and agriculture; safety and convenience of the traveling public; public interest statewide; and the state's financial capacity to operate the highway, including long-term maintenance.

Member Gagner relayed the Subcommittee's support for these revisions. He also commended staff for developing the procedures manual.

Member Gagner made a motion, seconded by Member Vassar, and passed unopposed, to approve the following resolution:

RES. NO. WHEREAS, the Idaho Transportation Board has the authority to approve  
ITB15-16 requested changes to Idaho Transportation Department procedures; and

WHEREAS, the Idaho Transportation Board finds the creation of the State Highway System Adjustments Procedures Manual, including the System Action Evaluation Criteria, the System Adjustments process, and a new System Additions and Deletions Request Form, is an improvement to identifying and

categorizing highways for inclusion or removal from the State Highway System from the process and criteria being included in a policy.

*NOW THEREFORE BE IT RESOLVED*, that the Board concurs with proposed changes to Administrative Policy 5061 State Highway System Adjustments, formerly A-09-04; and

*BE IT FURTHER RESOLVED*, that the Board approves the revisions to Board Policy 4061 State Highway System Adjustments, formerly B-09-04; and

*BE IT FURTHER RESOLVED*, that the Board approves the State Highway System Adjustments Procedures Manual.

Executive Session on Personnel and Legal Issues. Member Vassar made a motion to meet in executive session at 11:45 AM to discuss personnel and legal issues as authorized in Idaho Code Section 67-2345 (a) and (f). Member Horsch seconded the motion and it passed 6-0 by individual roll call vote.

Discussions were held on personnel and legal matters.

The Board came out of executive session at 2:15 PM.

Legislative Update. Governmental Affairs Manager (GAM) Mollie McCarty summarized some of the legislative activities, focusing on the revenue enhancement proposal. Total revenue from the fuel tax, registration fee, commercial vehicle registration fee, and electric/hybrid fee increases is expected to raise about \$94 million annually, with ITD receiving 60% of the funds and the local highway jurisdictions receiving 40%. Additionally, if there is a General Fund surplus at the end of FY15 and FY16, that revenue is to be directed to the Budget Stabilization Fund and ITD's Strategic Initiatives Program. She also highlighted some of the legislative intent language. An operating fee by weight class based on the total miles operated by commercial vehicles and farm vehicles having a maximum gross weight in excess of 60,000 pounds is to be implemented by 2019. This would be in addition to a registration fee. The new revenue is to be used for road and bridge maintenance and replacement projects at both the state and local level, and the recipients of these funds are to prepare annual reports for the Senate Transportation Committee and House Transportation and Defense Committee on the utilization of these funds.

Member DeLorenzo asked for more information on House Bill 329 regarding transferring some of LHTAC's responsibilities to ITD, such as administering federal funds. She noted the good working relationship the two agencies have and the desire to work cooperatively. GAM

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McCarty said the legislative proposal was introduced late in the session. It was not an ITD proposal. She added that when asked, staff often provides comments on or assistance with legislative proposals.

The Board commended GAM McCarty for her efforts during the legislative session.

COO Carpenter said the Department intends to advance projects in the current STIP to utilize the additional revenue. The Districts have done a commendable job getting projects ready for construction, as approximately \$91 million in projects are designed, ready to be advertised. Projects funded through the Strategic Initiatives Program focus on safety, mobility, and economic opportunity. He emphasized that the funding amount for that program is not known at this time and the legislature only provided funding for that program for two years.

WHEREUPON the meeting recessed at 2:55 PM.

April 30, 2015

The Board reconvened at 7:45 AM on Thursday, April 30, 2015 in Orofino, Idaho. All members were present except Vice Chairman Coleman. Clearwater County Commissioner Ebert was also present.

District 2 Tour. The Board visited the Orofino Airport. Orofino Mayor Ryan Smathers welcomed the group to the facility, which has an economic impact of \$9.4 million. The Board traveled US-12 east and SH-11 north to Weippe. After a brief stop at the Weippe Maintenance Shed, the tour continued north on SH-11 to Pierce.

The Board toured the Idaho Youth Challenge Academy. The program meets the criteria established by the National Guard Bureau and provides an option for troubled youth.

The Board returned to Orofino via local roads, with a stop at the Dent Bridge, a 1,500-foot long suspension bridge spanning the Dworshak Reservoir.

WHEREUPON, the Idaho Transportation Board's regular monthly meeting officially adjourned at 3:35 PM.

signed

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JERRY WHITEHEAD, Chairman  
Idaho Transportation Board

Read and Approved  
May 21, 2015  
Pocatello, Idaho

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## REGULAR MEETING AND DISTRICTS 5 AND 6 TOUR OF THE IDAHO TRANSPORTATION BOARD

May 20-21, 2015

The Idaho Transportation Board met at 8:30 AM, on Wednesday, May 20, 2015, in Pocatello, Idaho. The following principals were present:

Jerry Whitehead, Chairman  
Jim Coleman, Vice Chairman – District 1  
Janice B. Vassar, Member – District 2  
Julie DeLorenzo, Member – District 3  
Jim Kempton, Member – District 4  
Dwight Horsch, Member – District 5  
Lee Gagner, Member – District 6  
Brian W. Ness, Director  
Scott Stokes, Chief Deputy  
Sue S. Higgins, Executive Assistant and Secretary to the Board

Districts 5 and 6 Tour. The Board traveled I-15 and US-91 north to Idaho Falls. It continued east on US-20 and south on SH-33 to Driggs where it toured the Geotourism Center.

During lunch in Driggs, Mayor Hyrum Johnson welcomed the Board to the Teton Valley. He expressed appreciation for the Department's assistance and the good working relationship. He also offered support to continue efforts to address the state's transportation revenue shortfall, as he believes it is imperative to take care of the existing infrastructure.

The Board returned to Idaho Falls via SH-33 south, SH-31 south, and US-26 west. It continued on I-15 south to Blackfoot. Mayor Paul Loomis welcomed the Board to the City of Blackfoot and discussed several transportation concerns, including West Bridge Street, Riverton Road, Fisher Street, and traffic delays when parked trains block city streets.

The Board returned to Pocatello via I-15 south.

May 21, 2015

The Board convened at 8:30 AM on Thursday, May 21, 2015 at Idaho State University, Pocatello, Idaho. All members and Deputy Attorney General Larry Allen were present.

Board Minutes. Member Vassar made a motion to approve the minutes of the regular Board meeting held on April 29-30, 2015 as submitted. Member DeLorenzo seconded the motion and it passed unopposed.

Board Meeting Dates. The following meeting dates and locations were scheduled:

June 15-16, 2015 – District 4

July 23, 2015 – District 3

August 19-20, 2015 – District 1

Consent Items. Member DeLorenzo requested the removal of the Snake River Canyon Scenic Byway extension item. She would like a future presentation on this extension request.

Vice Chairman Coleman made a motion, seconded by Member Kempton, and passed unopposed, to approve the following resolution:

RES. NO. WHEREAS, consent calendar items are to be routine, non-controversial, self-explanatory  
ITB15-17 items that can be approved in one motion; and

WHEREAS, Idaho Transportation Board members have the prerogative to remove items from the consent calendar for questions or discussion.

*NOW THEREFORE BE IT RESOLVED*, that the Board approves the FY16 out-of-state travel; the addition of two National Summer Transportation Institute projects; the addition of the Community Planning Association of Southwest Idaho (COMPASS) Planning, Freight and Performance research project; the addition of COMPASS Planning, Bicycle and Pedestrian Counters project; the delay of A Street, Moscow Stage 2 project to FY20 of the Local Urban Program; the removal of North Middleton Road sidewalk project; the removal of Dayton Railroad Crossing; approval of contract awards; and US-20, Broadway Bridge, Boise.

1) FY16 Out of State Travel. The FY16 out-of-state travel request is \$365,322. The budget includes \$299,912 in state funds and \$65,410 in federal funds. The request is \$1,898 less than the FY15 budget.

2) Addition of Two National Summer Transportation Institute Projects. ITD received a discretionary grant for Idaho State University (ISU) in Pocatello and Northwest Nazarene University (NNU) in Nampa. The funds will be used for summer

camps with hands-on activities that will motivate and educate at-risk students in the areas of Science, Technology, Engineering, and Math with an emphasis on transportation. NNU and ISU will receive \$42,000 and \$33,000, respectively. Staff requests approval to add the two FY15 projects to the Statewide Transportation Improvement Program (STIP) and to amend the Program.

3) Addition of COMPASS Planning, Freight and Performance Project. COMPASS received a Strategic Highway Research Program 2 grant of \$225,000 at 100% federal funding. The funds will be used to review freight considerations and implement a performance measure framework enhancing the regional long-range transportation plan. COMPASS and staff request the addition of the Planning, Freight and Performance Strategic Highway Research Program 2 project to the FY15 STIP for \$225,000 and to amend the STIP accordingly.

4) Addition of COMPASS Planning, Bicycle and Pedestrian Counters Project. The Federal Highway Administration has awarded COMPASS Technology Deployment funds in the amount of \$15,000 with a 20% match. The money will fund three automated bicycle counters. This will enable COMPASS to receive bicycle demand data on the system at dangerous locations. The counters will provide quantitative data to plan alternative solutions to unsafe roadway conditions. COMPASS and staff request the addition of this \$18,750 project to the FY15 STIP and to amend the STIP accordingly.

5) Delay A Street, Moscow Stage 2 Project to FY20 of the Local Urban Program. On behalf of the City of Moscow, the Local Highway Technical Assistance Council (LHTAC) requests the delay of the SMA-7564, A Street, Moscow Stage 2 Project, key #3546 from FY15 to FY20. The current programmed construction amount is \$1.2 million; however, the current cost estimate is \$3.2 million. The City of Moscow would like to delay the project so it can secure the additional funds. To accommodate this request, the Local Urban Committee is requesting increasing SMA-7522, 21<sup>st</sup> Street Reconstruction, Heyburn, key #9854, by \$1 million and SMA-7895, Schweitzer Basin Cutoff Road, Sandpoint, key #9171, by \$200,000. Additionally, staff requests approval to amend the STIP accordingly.

6) Remove North Middleton Road Sidewalk Project. This FY15 project will be completed using local funds. Staff requests the removal of the North Middleton Road Sidewalk, Middleton project, key #14343, from FY15 at a cost of \$53,000, authorization to adjust the FY15 Transportation Alternatives Program, and to amend the STIP accordingly.

7) Remove Dayton Railroad Crossing from FY15. This District 5 project to install railroad crossing safety equipment was completed using operating funds. Staff requests removing the SH-36, Dayton Railroad Crossing project, key #14010, from FY15 for \$42,000, increasing the Local, Elmira Railroad Crossing, Bonner County project, key #14372, by \$42,000, and amending the STIP accordingly.

8) Contract Awards. The low bid on key #9854, 21<sup>st</sup> Street Reconstruction, Heyburn, was more than ten percent over the engineer's estimate requiring justification. The Concrete Sidewalk, Combination Curb and Gutter, Urban Approaches, and Concrete for Urban Approaches account for almost 37% of the difference between the engineer's estimate and low bid. The cost of concrete has been increasing recently. There are no discrepancies indicating the low bid is irregular. The City of Heyburn and LHTAC request approval of the contract award. Low bidder: Staker & Parson Companies dba Jack B. Parson Companies - \$2,825,634.

9) US-20, Broadway Bridge, Boise. Consultant services for the US-20, Broadway Bridge, key #11588, were initially estimated at \$715,000. Since the original agreement with URS was finalized, staff negotiated supplemental agreements to add scope that was identified as the job progressed and a better understanding of the issues became apparent. The third supplemental approved in July 2014 resulted in a cumulative total of \$1,291,900, exceeding the consultant agreement amount of \$1,000,000, requiring Board approval per Policy 4001. Supplemental #4 approved in March 2015 increased the total to \$1,423,500. Staff requests approval of supplemental agreements #3 and #4 and supplemental agreement #5 in the amount of \$300,000. Some of the supplemental agreement #5 tasks includes developing a bridge and project construction schedule, additional work on the socioeconomics report, right-of-way plan revisions, and condemnation exhibits. The fifth supplemental agreement would bring the total cost to \$1,723,500.

Informational Items. 1) State FY15 Financial Statements. Through March, revenues to the State Highway Account from all sources were ahead of projections by 4.5%. Of that total, receipts from the Highway Distribution Account were ahead of forecast by 4.3% or \$6 million. State revenues to the State Aeronautics Fund were ahead of projections by .7%. Expenditures were within planned budgets with the exception of the Facilities Program, which were more than expected due to a timing difference between planned and actual expenditures plus encumbrances for building projects. Personnel costs have a savings of \$7.9 million or 8.7%. At the end of March, the balance of the long-term investments was \$62.7 million. These funds are obligated against construction projects and encumbrances. Expenditures for GARVEE approved projects through the end of March exceeded \$45.9 million and are progressing as planned.

2) Monthly Reporting of Federal Formula Program Funding for April. Idaho received Redistribution of Transportation Infrastructure Finance and Innovation Act funds and Associated Obligation Limitation of \$4.7 million on April 24, 2015. Obligation authority through May 31 is \$177.2 million, which corresponds to \$173.7 million with match after a reduction of prorated indirect costs. The Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP-21) federal transportation act was extended through May 2015. The partial-year level of funding provides a prorated share of \$204.4 million with match. Obligation authority is currently 93.8%. Of the \$173.7 million allotted for all programs, \$17.7 million remains.

3) Non-Construction Professional Service Contracts Issued by Business and Support Management (BSM). The BSM Section processed four professional service agreements from April 1 to April 30 in the amount of \$29,149.

4) FY16-19 Strategic Plan for the Division of Financial Management. Idaho Code requires state agencies to submit a Strategic Plan covering a minimum of four years to the Division of Financial Management by July 1. The document is to include the Department’s vision and/or mission statement, goals, objectives, performance measures and benchmarks, and external factors.

5) Contract Awards. Key #13467 and #13468 – SH-16 and SH-52, Junction SH-44 to Emmett and Hamiltons Corner to Junction SH-16, District 3. Low bidder: Knife River Corporation - Northwest - \$1,272,662.

Key #13469 and #13470 – SH-55, Payette River Bridge to Boise National Forest Boundary and FY16 Sealcoats, Valley County, District 3. Low bidder: Poe Asphalt Paving, Inc. - \$2,398,906.

The following projects are currently being advertised:

- Key #12937 – Eastriver Road Milepost 11.3, Bonner County, District 1;
- Key #13515 – Upper Middle Fork Road, Atlanta Highway District, District 3;
- Key #11495 – Cheney Drive; Washington Street to North College Road, College of Southern Idaho, District 4;
- Key #14349 – Complete Streets, Pocatello, District 5; and
- Key #13563 – Turner Road Penstock Bridge, Caribou County, District 5.

6) Professional Services Agreements and Term Agreement Work Tasks Report. From April 1 through April 30, 24 new professional services agreements and work tasks were processed, totaling \$2,885,110. Two supplemental agreements to existing professional services agreements were processed during this period in the amount of \$26,600.

7) Speed Minute Entry Changes for May 2015. The following speed minute entry was processed in February 2015 for District 4:

<u>Route</u>	<u>Beginning</u>	<u>Ending</u>	<u>Speed Limit</u>	
	<u>Milepost</u>	<u>Milepost</u>	<u>Old</u>	<u>New</u>
US-93	48.425	48.875	35	45

8) Dealer’s Principal Place of Business Declared Business Hours. To address legislative and business concerns, staff will utilize the negotiated rulemaking process for Administrative Rule 39.02.03 Governing Vehicle Dealer’s Principal Place of Business. Staff plans to conduct stakeholder outreach, gather input, and prepare the final rule by the end of June.

Director's Report. Director Ness expressed appreciation for District 5 Engineer (DE) Ed Bala's hospitality this week during his annual visit to the District. He also commended DE 5 Bala and DE 6 Kimbol Allen for the interesting tour yesterday. With the extension of MAP-21 set to expire at the end of this month, the U.S. House of Representatives passed a two-month extension earlier this week and sent it to the U.S. Senate. Efforts are continuing on a long-term bill. Plans to host the Western Association of State Highway and Transportation Officials' (WASHTO) annual conference in Boise in July are progressing well. He also recognized staff members for awards, including the Office of Communications' 12 press club awards.

The Director's entire report can be viewed at <http://itd.idaho.gov/Board>.

Chief Deputy Scott Stokes elaborated on the WASHTO plans, recognizing Contracting Services Engineer Monica Crider for her lead in organizing the conference. The annual Highway Safety Summit was held in Pocatello earlier this month. He commended staff's efforts on hosting another successful conference with over 200 participants. The Idaho Traffic Safety Commission (ITSC) met in conjunction with the Summit.

Adopt-A-Highway Presentation (AAH). District 5 AAH Coordinator Sharon Short thanked the University of Idaho Skills USA Club for participating in the AAH Program. The group has been picking up litter along the I-15/I-86 Flying Wye for 25 years.

FY16 Highway Safety Performance Plan. Highway Safety Manager (HSM) Brent Jennings presented the draft FY16 Highway Safety Performance Plan. The document, required by the National Highway Traffic Safety Administration, identifies the state's most critical driver-related highway safety problems and projects to address them. The goal of the program is to eliminate highway fatalities, serious injuries, and economic losses resulting from traffic crashes by implementing programs to address driver behaviors.

The Plan was developed with highway safety data. It identifies Idaho's problem areas, goals and performance measures, grant selection process, and projects to be funded at the state and community level through grants. The ITSC approved it on May 7, 2015; however, it added a project that was not incorporated into the draft document. The Board will be asked to approve the Plan next month.

Member Whitehead asked about legislative efforts to address highway safety, such as strengthening Idaho's seatbelt law and enacting a motorcycle helmet law. HSM Jennings said Idaho's culture needs to change. Its citizens have to support efforts and encourage legislation. He believes people with a personal stake in and/or professional ties to highway safety would be effective in leading this change. He added that a public perception survey is conducted every year, providing data on citizens' opinions on various highway safety topics.

The Board members congratulated HSM Jennings on his upcoming retirement and thanked him for his service. They commended him for his extensive efforts to improve highway safety. Member Horsch said he attended part of the Highway Safety Summit in Pocatello earlier this month. He commended HSM Jennings and staff on the excellent conference.

Drugged Driving and Drug Recognition Expertise. Idaho State Police Officer Nick Walker said drugged driving is an increasing component of the impaired driving problem. Detecting drugs as an impairment is more challenging than alcohol. An evaluation that takes approximately 45 minutes is performed on suspected impaired drivers. An opinion on impairment and the cause of the impairment is then submitted. Training is required to perform this evaluation. In response to questions, Officer Walker provided additional information. He has not noticed an increase in drivers impaired with marijuana, but he believes impairment due to heroine and prescription drugs has increased. If a blood test is required, a phlebotomist is called. If a motorist has medical issues, those are addressed before an evaluation is conducted.

Chairman Whitehead thanked Officer Walker for the informative presentation.



Project Advancement. Chief Operating Officer (COO) Jim Carpenter said additional funding is available due to the passage of House Bill 312; however, the Department does not have spending authority for the new revenue. It will seek legislative authority in January. He requested approval to advance projects from the STIP. The priorities are bridge restoration and preservation and pavement restoration and preservation projects, which were selected based on project readiness. Staff developed a cash flow management plan to advance these projects.

COO Carpenter said ITD's share of the expected \$81 million in FY16 is \$47.6 million. Starting in FY17, ITD will receive an estimated \$55.3 million from this revenue increase. Bid openings for the 27 projects totaling \$46.8 million are expected to run from June 30 through August 25 with between two and seven projects bid weekly except for holiday weeks. Construction is expected to start around August 20. He added that staff also identified four projects to advance utilizing \$4,987,000 remaining in the FY15 Board Unallocated Account.

Member Vassar noted the legislation included a Surplus Eliminator, or additional funding from surplus General Fund revenue. She asked if the same process will be used for those funds. COO Carpenter said staff will brief the Board on that funding recommendation later. That revenue is directed to the Strategic Initiatives Program, which is for projects that address safety, mobility, and economic opportunities.

Chairman Whitehead asked how many of the state's 112 commerce-restricting bridges are on the list. COO Carpenter said about one-third of those bridges are in the current STIP. He will address the other bridges as part of the future Strategic Initiatives Program discussion.

In response to Member Gagner's question on cash flow management, COO Carpenter said the intent is to utilize the funding for roads and bridges as soon as possible. With construction expected to commence on August 20, the first payments on those projects would not be made until September. He noted that the Department's cash balance will decrease until legislative spending authority is received. Because he is not the expert on cash flow management, he said a more detailed presentation can be scheduled in the near future.

The Board commended staff for its work to get projects ready for construction.

Member Vassar made a motion, seconded by Member Horsch, and passed unanimously, to approve the following resolution:

RES. NO. WHEREAS, House Bill 312 was approved with the Idaho Transportation  
ITB15-18 Department's portion being \$47.6 million in FY16 State funds; and

WHEREAS, it is in the public's interest for the Department to advance projects to utilize these funds; and

WHEREAS, projects were selected by staff to best utilize these funds based on the criteria of project readiness, bridge restoration, bridge preservation, pavement restoration, and pavement preservation; and

WHEREAS, Idaho Transportation Board Policy 4076 states that the balance of Board Unallocated funds not committed by May 1 of each year shall be used to advance current Idaho Transportation Investment Program projects in accordance with Board Policy 4011.

*NOW THEREFORE BE IT RESOLVED*, that staff is authorized to advance the projects shown on Attachment A, as shown as Exhibit 453, which is made a part hereof with like effect, using the HB312 (Tax/Fee Increases) funds and to adjust the Program accordingly and proceed with advertising, awarding, and constructing these projects; and

*BE IT FURTHER RESOLVED*, that Attachment B, as shown as Exhibit 454, which is made a part hereof with like effect, provided information to the Board showing the use of the FY15 Board Unallocated funds.

District 1 Public Transportation Advisory Council (PTAC) Nomination. Mark Bathrick, Public Transportation Manager (PTM), said the District 1 PTAC member's appointment expires at the end of this month. The incumbent, George Eskridge, was the only applicant for the next term. At its April meeting, the PTAC moved Member Eskridge's application to the Board.

Member Gagner asked for clarification on the process to fill PTAC vacancies. PTM Bathrick said a 30-day public notice on the vacancy is issued to solicit interested candidates. Information on the candidates is then available for public review and comment for 30 days. Information on the applicants and all of the comments received are submitted to PTAC for review. The information and PTAC's comments are then submitted to the Board for consideration. PTAC does not rank qualified applicants, nor does it vote on the candidates.

Member Vassar asked about the status of the District Coordinating Councils (DCCs) and mobility managers. PTM Bathrick said the DCCs have been eliminated. The Department is transitioning to coordinators who will provide a forum to address public transportation needs and allow interested parties to participate. Similarly, the mobility managers are being replaced with a contract process for individuals or entities to provide mobility support services in each District. He believes the contracts were awarded yesterday, so that transition is also underway.

Vice Chairman Coleman made a motion, seconded by Member Gagner, and passed unopposed, to approve the following resolution:

RES. NO. ITB15-19 WHEREAS, Idaho Statute 40-514 states that public entities that use public funds to provide public transportation services within the state shall report not less than semiannually to the department the amount of funding expended, audits conducted, the number of passengers carried, the agency vehicles used and the vehicle miles driven to provide transportation for Idaho Citizens. This group was created as the Public Transportation Advisory Council (PTAC) to advise the Idaho Transportation Department on issues and policies regarding public transportation in Idaho. The PTAC shall participate in planning activities, identify transportation needs, and promote coordinated transportation systems. Before setting programs and priorities, the PTAC shall seek pertinent information, facts and data from local government agencies and providers regarding the rural public transportation issues; and

WHEREAS, the PTAC shall be comprised of six (6) members appointed by the Idaho Transportation Board. These members shall be representatives for local governments and agencies, private organizations, citizens groups and private providers that have an interest in public transportation, and people with disabilities and the elderly who utilize public transportation; and

WHEREAS, the Board shall appoint said members from recommendations submitted by said organizations, groups' providers, users and state agencies in each district. One (1) member shall be appointed from each of the six (6) transportation department director districts as provided in section 40-303, Idaho Code; and

WHEREAS, the term of each member shall be three (3) years and the initial appointments to the council shall be such that two (2) members shall be appointed each year thereafter; and

WHEREAS, applications were solicited from interested parties to fill the vacated position in District 1 and the Department received one application. The application for George Eskridge was brought forward to PTAC members in April 2015 for review; and

WHEREAS, the ITD – Public Transportation Manager hereby brings forth one nomination that has been reviewed by the seated members of the PTAC and found by unanimous consensus to be a fit candidate for the seat in District 1.

*NOW THEREFORE BE IT RESOLVED*, that the Board has determined to appoint George Eskridge as the District 1 PTAC member for a term from June 1, 2015 through May 31, 2018.

District 4 PTAC Nominations. PTM Bathrick submitted two nominations to represent District 4 on PTAC with a term to commence on July 1, 2015. At its April meeting, PTAC moved to forward both applicants, the incumbent John Hathaway and Kevin Dugan, to the Board. The Council found both applicants to be fit candidates.

Member Kempton noted that each candidate has one letter of support, including from the District 4 Coordinating Council that no longer exists. He asked if the change to the DCC was discussed in District 4. PTM Bathrick replied that yes, he did extensive outreach on the change after the Texas A&M study on the mobility management program was released and ITD reorganized the public transportation office.

Member Kempton asked if Mr. Dugan's public transportation inexperience was a concern expressed at the PTAC meeting. PTM Bathrick said that a comment was made noting the lack of experience and that he had not been involved in the DCC.

Member Kempton made a motion to appoint Kevin Dugan as the District 4 PTAC member. He said it was a difficult decision. The incumbent, Mr. Hathaway, has been very involved in the DCC. The Department's public transportation reorganization and elimination of mobility managers and the DCC may be viewed as a negative move and cause a conflict. The other candidate, Mr. Dugan, has no public transportation experience. Vice Chairman Coleman seconded the motion.

Member Gagner asked if PTAC believes Mr. Dugan's lack of experience is a hindrance. PTM Bathrick said one comment was made on Mr. Dugan's inexperience; however, by consensus, PTAC moved both applications to the Board for consideration.

Member Vassar asked if Member Kempton's motion was to approve the proposed resolution.

Member Kempton amended his motion to approve the following resolution. Vice Chairman Coleman concurred with the amendment and the motion passed unopposed:

RES. NO. ITB15-20 WHEREAS, Idaho Statute 40-514 states that public entities that use public funds to provide public transportation services within the state shall report not less than semiannually to the department the amount of funding expended, audits conducted, the number of passengers carried, the agency vehicles used and the vehicle miles driven to provide transportation for Idaho Citizens. This group was created as the Public Transportation Advisory Council (PTAC) to advise the Idaho Transportation Department on issues and policies regarding public transportation in Idaho. The PTAC shall participate in planning activities, identify transportation needs, and promote coordinated transportation systems. Before setting programs and priorities, the PTAC shall seek pertinent information, facts and data from local government agencies and providers regarding the rural public transportation issues; and

WHEREAS, the PTAC shall be comprised of six (6) members appointed by the Idaho Transportation Board. These members shall be representatives for local governments and agencies, private organizations, citizens groups and private providers that have an interest in public transportation, and people with disabilities and the elderly who utilize public transportation; and

WHEREAS, the Board shall appoint said members from recommendations submitted by said organizations, groups' providers, users and state agencies in each district. One (1) member shall be appointed from each of the six (6) transportation department director districts as provided in section 40-303, Idaho Code; and

WHEREAS, the term of each member shall be three (3) years and the initial appointments to the council shall be such that two (2) members shall be appointed each year thereafter; and

WHEREAS, applications were solicited from interested parties to fill the vacated position in District 4 and the Department received two applications. The applications from Kevin Dugan and John Hathaway were brought forward to PTAC members in April 2015 for review; and

WHEREAS, the ITD – Public Transportation Manager hereby brings forth two nominations that have been reviewed by the seated members of the PTAC and both found by unanimous consensus to be fit candidates for the seat in District 4.

*NOW THEREFORE BE IT RESOLVED*, that the Board has determined to appoint Kevin Dugan as the District 4 PTAC member for a term from July 1, 2015 through June 30, 2018.

District 5 Report. DE5 Bala reported on some of the District's performance metrics. The winter mobility goal of 55% was exceeded, as the District's roads were not significantly impeded 71% of the time. It delivered 78% of the FY17 program on time, which was below the goal of 100%. The I-15, Cheyenne construction project is proceeding well. Phase 1A has been completed and Phase 1B is under contract with an expected completion date of December 2015. He elaborated on the 2020 organizational plans. The District has completed its review to determine what positions and job skills will be required in 2020. The plan calls for 142 positions. Currently, the District has 145 employees. He also reported on achievements and innovations, including an ITD Excellence in Transportation Award for the I-86, Chubbuck Interchange project, the publication of District 5 Engineer Dan Harelson's research on "Intersection Safety Audits", and a new contracting method using a warranty for a pavement overlay project.

Chairman Whitehead thanked DE Bala for the informative report. Member Horsch commended DE Bala for his responsiveness and leadership.

Administrative Rule 39.03.01 Definitions. Motor Vehicles Administrator (MVA) Alan Frew said the passage of House Bill 70 resulted in the requirements of 600 pounds per inch width of tire no longer apply to the tires on the steer axle, but are still required to be met for all the remaining tires on a vehicle or vehicle configuration. Staff proposed modifications to IDAPA 39.03.01 Governing Definitions to reflect this change and eliminate any conflict between Idaho Code and the administrative rule.

Member Vassar made a motion, seconded by Member Horsch, and passed unopposed, to approve the following resolution:

RES. NO. WHEREAS, Section 40-312 Idaho Code provides the Idaho Transportation Board  
ITB15-21 with authority to prescribe rules and regulations affecting state highways; and

WHEREAS, the Board has authority to approve requested changes to Idaho Transportation Department rules; and

WHEREAS, the Board finds the change to IDAPA 39.03.01 necessary to comply with the passage of HB70.

*NOW THEREFORE BE IT RESOLVED*, that the Board approves the following rule to be submitted for change:

Rule 39.03.01 Governing Definitions

Requires a modification to the definition of excess weight with minor modifications to the definitions of overweight and special permit change to overlegal permit; and

*BE IT FURTHER RESOLVED*, that the Board approves the request to submit the change as listed above for Rule 39.03.01 and directs staff to promulgate a temporary rule effective April 1, 2015 and concurrently proceed with the regular rule making process.

Administrative Rule 39.03.22 Extra Length, Excess Weight and Up to 129,000 Pounds. MVA Frew said the passage of House Bill 70 also resulted in the need to modify IDAPA 39.03.22 to address the tire limitations and the 129,000 pound route colors.

Member Horsch made a motion, seconded by Member Vassar, and passed unopposed, to approve the following resolution:

RES. NO. WHEREAS, Section 40-312 Idaho Code provides the Idaho Transportation Board  
ITB15-22 with authority to prescribe rules and regulations affecting state highways; and

WHEREAS, the Board has authority to approve requested changes to Idaho Transportation Department rules; and

WHEREAS, the Board finds the change to IDAPA 39.03.22 necessary to comply with the passage of HB70.

*NOW THEREFORE BE IT RESOLVED*, that the Board approves the following rule to be submitted for change:

Rule 39.03.22 Governing Extra Length, Excess Weight and Up to 129,000 Pound Vehicle Combinations Requires a modification to 300.08 the tire limitations with a minor modification to 200.03 129,000 pound route colors; and

*BE IT FURTHER RESOLVED*, that the Board approves the request to submit the change as listed above for Rule 39.03.22 and directs staff to promulgate a temporary rule effective April 1, 2015 and concurrently proceed with the regular rule making process.

Executive Session on Personnel and Legal Issues. Vice Chairman Coleman made a motion to meet in executive session at 11:30 AM to discuss personnel and legal issues as authorized in Idaho Code Section 67-2345 (b) and (f). Member Gagner seconded the motion and it passed 6-0 by individual roll call vote.

Discussions were held on personnel and legal matters.

The Board came out of executive session at 1:15 PM.

New Business. Member Horsch said Franklin County is concerned with the City of Preston's non-attainment status. It would like ITD's assistance with paving gravel roads; however, no funding is available in the Congestion Mitigation/Air Quality Program. Additionally, the data indicates the sand used for winter maintenance is the cause of the air quality problem, not dust from the gravel roads.

WHEREUPON, the Idaho Transportation Board's regular monthly meeting officially adjourned at 1:25 PM.

signed

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JERRY WHITEHEAD, Chairman  
Idaho Transportation Board

Read and Approved  
June 16, 2015  
Shoshone, Idaho

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## DISTRICT 4 TOUR, WORKSHOP, AND REGULAR MEETING OF THE IDAHO TRANSPORTATION BOARD

June 15-16, 2015

The Idaho Transportation Board met at 8:30 AM, on Monday, June 15, 2015, in Twin Falls, Idaho. The following principals were present:

Jerry Whitehead, Chairman  
Jim Coleman, Vice Chairman – District 1  
Janice B. Vassar, Member – District 2  
Julie DeLorenzo, Member – District 3  
Jim Kempton, Member – District 4  
Dwight Horsch, Member – District 5  
Lee Gagner, Member – District 6  
Brian W. Ness, Director  
Scott Stokes, Chief Deputy  
Sue S. Higgins, Executive Assistant and Secretary to the Board

District 4 Tour. After a brief meeting with City of Twin Falls officials, where they expressed appreciation for the Board's assistance with projects and the good working relationship with Department staff, the Board traveled US-93 south, US-30 west, and SH-46 north. The Board toured Clear Springs Foods in Buhl and learned about the facility, including its transportation operations.

The tour continued north on SH-46 and west on US-26 to the Gooding Airport. Gooding Mayor Walt Nelson and airport representatives emphasized the importance of the facility, as it supports 98 jobs with a total payroll of more than \$3 million and a total economic impact of \$11.7 million. A runway extension project is planned for 2017.

The Board traveled US-26 east to Shoshone. The Board toured the District 4 Office and learned about the outdated facility. Extensive updates are needed, including to comply with the Americans with Disabilities Act.

The tour continued south on US-93 to Twin Falls. After a visit to the Twin Falls Visitor's Center, the tour ended at 4:45 PM.

June 16, 2015

The Board convened at 8:30 AM on Tuesday, June 16, 2016 in Shoshone, Idaho. All members were present. Deputy Attorney General Larry Allen was also present.

Chief Administrative Officer (CAO) Char McArthur recognized Controller Dave Tolman and Idaho Housing and Finance Authority officials for their efforts to refinance GARVEE bonds, 2006 and 2008 Series. Their actions will save approximately \$1.4 million annually for the next ten years. She said the FY17 draft budget has not been revised to reflect those savings.

Draft Idaho Transportation Investment Program (ITIP). Staff presented the draft FY16-20 ITIP totaling \$2.5 billion, summarizing the transit and aeronautics programs. The public review and comment period will be held from July 1 through July 31.

Cash Flow Management. Senior Budget Analyst (SBA) Joel Drake summarized the projected cash flow from June through December 2015. The Department advanced projects to be funded with the estimated \$47 million in additional revenue approved during the 2015 session even though it does not have spending authority for those funds. Staff will request legislative spending authority in January, but believes it can manage ITD's funds to enable advancing projects now. The estimated cash balance at the end of June is \$86 million. It is expected to decrease to \$43.2 million by the end of December.

Draft FY17 Budget. SBA Drake presented the draft FY17 budget. The total funds available are estimated at \$676.2 million, which is about \$121 million more than FY16, mainly due to the successful revenue enhancement legislation. Federal funds are estimated at \$293.9 million, state funds at \$328 million, and miscellaneous funds at \$4.5 million. Some of the other highlights include 1,724 full-time positions, \$25.8 million for replacement items, \$3.3 million for capital facilities, and \$378.6 million for the construction program.

Chairman Whitehead thanked staff for the informative presentations.

Chairman Whitehead welcomed former Board Member Gary Blick to the meeting.

Chief Deputy (CD) Stokes requested the removal of the 2016 proposed legislative concepts item from the agenda. Staff is still coordinating legislative concepts with the Governor's Office, which will allow additional time to submit concepts. Without objection, the Board concurred with removing the 2016 proposed legislative concepts agenda item.

Board Minutes. Member Vassar made a motion to approve the minutes of the regular Board meeting held on May 20-21, 2015 as submitted. Member Gagner seconded the motion and it passed unopposed.

Board Meeting Dates. The following meeting dates and locations were scheduled:

July 23, 2015 – District 3

August 19-20, 2015 – District 1

September 16, 2015 – District 6

Consent Items. Member Vassar made a motion, seconded by Member Gagner, and passed unopposed to approve the following resolution:

RES. NO. WHEREAS, consent calendar items are to be routine, non-controversial, self-  
ITB15-23 explanatory items that can be approved in one motion; and

WHEREAS, Idaho Transportation Board members have the prerogative to remove items from the consent calendar for questions or discussion.

*NOW THEREFORE BE IT RESOLVED*, that the Board approves the annual update of Safety Rest Areas and Oasis Partnerships; the Idaho State Highway Functional Classification map; the FY16-19 Strategic Plan for the Division of Financial Management; the delay of the FY14 Capital Maintenance, Boise Valley Regional Transit project; the delay of the Webb Ridge Road, Webb Road to Flat Iron Road project; the removal of the Lincoln Elementary Safe Routes to School, Caldwell project; and the delay of the Cinder Butte Curves Road Edge project.

1) Annual Update of Safety Rest Areas and Oasis Partnerships. The 2015 summary identifies the safety rest area facilities currently meeting requirements and those needing rehabilitation/expansion or reconstruction; although no funding is programmed for rest area projects. The 2015 Safety Rest Areas and Oasis Partnerships Planning Map is shown as Exhibit 455, which is made a part hereof with like effect.

2) Idaho State Highway Functional Classification Map. Functional classification is the process by which streets and highways are grouped into classes according to the character of service they are intended to provide. No changes are being proposed to the functional classification map, as shown as Exhibit 456, which is made a part hereof with like effect.

3) FY16-19 Strategic Plan for the Division of Financial Management. Idaho Code requires all state agencies to submit a Strategic Plan covering a minimum of four years to the Division of Financial Management by July 1. The Plan includes the Department's mission statement, vision, goals, objectives, performance measures and benchmarks, and external factors.

4) Delay FY14 Capital Maintenance, Boise Valley Regional Transit (VRT) Project. The Community Planning Association of Southwest Idaho requests the delay of the \$986,000 FY14 Capital Maintenance, Boise VRT project, key #13480 to FY15. Staff requests authority to amend the Statewide Transportation Improvement Program (STIP) to reflect this change.

5) Delay Webb Ridge Road; Webb Road to Flat Iron Road, Nez Perce County. On behalf of Nez Perce County, the Local Highway Technical Assistance Council (LHTAC) requests the delay of Webb Ridge Road; Webb Road to Flat Iron Road, key #13892 to FY16. It proposes reallocating the \$137,000 in FY15 as follows: \$120,000 for the Intersection Thain Road and Grelle Avenue, Lewiston project, key #13895 and \$17,000 to Local Highway Safety Improvement Program (LHSIP) projects; and decrease the FY16 LHSIP by \$137,000. Staff requests authority to adjust the STIP accordingly.

6) Remove Lincoln Elementary Safe Routes to School, Caldwell Project. The City of Caldwell's Lincoln Elementary Safe Routes to School project, key #19062, will be completed using local funds. Staff requests the removal of this \$75,000 project from the FY15 program, authority to adjust the Transportation Alternatives Program, and to amend the STIP accordingly.

7) Delay Cinder Butte Curves Road Edge, Bingham County Project. On behalf of Bingham County, LHTAC requests the delay of the \$179,000 FY15 Cinder Butte Curves Road Edge project, key #14019, to FY16. It requests increasing the FY15 Bonner County Safety Edgeline Markings project, key #13866, by \$62,000 and the FY15 LHSIP by \$117,000; and decreasing the FY16 LHSIP by \$179,000. Staff also requests approval to adjust the STIP accordingly.

Informational Items. 1) State FY15 Financial Statements. Through April, revenues to the State Highway Account from all sources were ahead of projections by 4.2%. Of that total, receipts from the Highway Distribution Account were ahead of forecast by 4.5% or \$6.8 million. State revenues to the State Aeronautics Fund were below projections by .6%. Expenditures were within planned budgets with the exception of the Facilities Program, which were more than expected due to a timing difference between planned and actual expenditures plus encumbrances for building projects. Personnel costs have a savings of \$8.7 million or 8.9%. At the end of April, the balance of the long-term investments was \$62.8 million. These funds are obligated against construction projects and encumbrances. Expenditures for GARVEE projects through the end of April exceeded \$50.6 million and are progressing as planned.

2) Monthly Reporting of Federal Formula Program Funding for May. Idaho received Redistribution of Transportation Infrastructure Finance and Innovation Act Funds and Associated Obligation Limitation of \$4.7 million in April. Obligation authority through May 31 is \$177.2 million, which corresponds to \$173.7 million with match after a reduction of prorated indirect costs. The Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP-21) federal transportation act was extended through July 2015. The Department is awaiting Office of Management and Budget and Federal Highway Administration (FHWA) action before the funds become available. Thus, the monthly report reflects the partial-year level of funding through May 31, which shows a prorated share of \$204.4 million with match. Obligation authority is currently 93.8%. Of the \$173.7 million allotted for all programs, \$11.4 million remains.

3) Non-Construction Professional Service Contracts Issued by Business and Support Management (BSM). The BSM Section processed two professional service agreements from May 1 to May 31 in the amount of \$137,853.



4) Contract Awards. Key #12937 – Eastriver Road Milepost 11.3, Bonner County, District 1. Low bidder: West Company Inc. - \$1,126,619.

Key #13515 - Upper Middle Fork Road, Atlanta Highway District, District 3. Low bidder: Robison Logging and Excavation - \$410,000.

Key #14349 – MLK Complete Streets, Pocatello, District 5. Low bidder: Staker & Parson Companies dba Jack B. Parson Companies - \$477,428.

The following projects are currently being advertised:

Key #13516 – US-95, Pollock Road Turnbay, Idaho County, District 2;

Key #13875 – SH-8, Deary to Bovill, Latah County, District 2;

Key #9521 – Middle Fork Payette River Bridge, Crouch, District 3;

Key #13356 – US-95, FY17 District 3 Sealcoats, Adams County, District 3;

Key #11495 – Cheney Drive; Washington Street to North College Road, College of Southern Idaho, District 4;

Key #13108 and #13100 – I-15 and US-91, Fort Hall Boundary to South Main and West Bridge Street and Main Street; Bridge Street to Wooton Way, District 5; and

Key #19034 – Oneida County Pavement Preservation, District 5.

Member DeLorenzo asked for more information on the Upper Middle Fork Road project, as it appears to be more than ten percent over the engineer's estimate. Chief Operations Officer (COO) Jim Carpenter clarified that the bid was for a fixed dollar amount. Contractors were to submit the square yards of aggregate they could provide for the fixed amount of \$400,000. There was also one contingency bid item for \$10,000. The engineer's estimate expected more square yards than what the low bidder submitted. Because it was a fixed cost, the contract award did not exceed the engineer's estimate.

5) Professional Services Agreements and Term Agreement Work Tasks Report. From May 1 through May 31, 20 new professional services agreements and work tasks were processed, totaling \$1,848,700. Four supplemental agreements to existing professional services agreements were processed during this period in the amount of \$203,524.

Highway Safety Presentations. CD Stokes commended Jerome High School for its seatbelt campaign. The school ranked in the top ten in a national seatbelt challenge sponsored by the National Organization of Youth Safety. The results of a seatbelt survey conducted before and after the campaign indicated a 16% increase in teenagers' use of seatbelts. Student Advisor Paige Vickery expressed appreciation for ITD's support and partnership on this effort.

CD Stokes recognized Twin Falls High School for its distracted driving campaign. It developed a billboard message to discourage texting while driving, and several students attended the April 2, 2015 signing of a Distracted Driving Proclamation by Governor Otter.

CD Stokes said the Department is continuing its effort to achieve zero traffic fatalities. Thanks to ITD's partnerships, seven counties reported zero fatalities last year. He congratulated Camas County officials for recording zero traffic fatalities in both 2013 and 2014. Member Kempton presented plaques to Idaho State Police (ISP), Camas County Commissioners, and the Camas County Sheriff's Office in recognition of this significant accomplishment.

Adopt-A-Highway (AAH) Presentation. Member Kempton thanked the Arroyo Family for participating in the AAH Program. The group has been picking up litter along SH-75 between the cities of Hailey and Ketchum since 2012.

Director's Report. Director Ness thanked District 4 for coordinating the interesting tour yesterday. He will be visiting employees later this week. Staff is continuing the final preparations for the Western Association of State Highway and Transportation Officials' conference in Boise next month. Over 300 people have registered. Construction projects are underway statewide. The Department received extensive media coverage on the construction plans, particularly the projects that the Board advanced last month. He also mentioned the receipt of two national awards and other achievements

and recognitions, including the successful completion of the cash drawer component of the Division of Motor Vehicles' modernization project.

The Director's entire report can be viewed at <http://itd.idaho.gov/Board>.

CD Stokes said he participated in the recent Association of Idaho Cities' annual conference. The Association has established a new transportation committee.

CAO McArthur reported that staff applied for Transportation Investments Generating Economic Recovery grants for the US-95, Thorncreek to Moscow project and improvements to I-84 between Nampa and Caldwell. The recipients of those grants will be announced later this summer. Administration staff members have identified a number of efficiencies resulting in savings of \$320,000. Employees continue to submit innovative ideas.

COO Carpenter said the re-evaluation of District 6's US-20, Thornton Interchange project is almost complete and will then be ready for advertisement. Right-of-way acquisition for the US-95, Council Alternate Route has been completed; however, the environmental documents need to be re-evaluated. A re-evaluation is required every three years until a project proceeds to construction. FHWA is expected to sign the Final Environmental Impact Statement for the US-95, Thorncreek to Moscow project by the end of this month. The document will then be advertised in the Federal Register for 30 days. Staff anticipates receiving the Record of Decision in September.

COO Carpenter said 8 of the 27 projects that the Board advanced last month with the new revenue have been advertised. Those projects total about \$9.3 million and should be completed this year. About 450 employees are participating in the transportation technician operations program, or horizontal career path. This program rewards employees for mastering skills and providing good customer service. Work is continuing on the Strategic Initiatives Program to utilize the Surplus Eliminator funds approved via HB312 this year. Staff intends to present the updated policy next month. In conclusion, he reported on the 80 mile per hour speed limit established on a number of Idaho interstates. The 85<sup>th</sup> percentile speed is about 82 miles per hour. No significant change has been noted in the crash rate.

Highway Safety Plan, Federal FY16. Acting Highway Safety Manager (AHSM) Lisa Losness said the National Highway Traffic Safety Administration (NHTSA) requires a Highway Safety Plan that outlines the behavior highway safety program for the year. The goal of the program is to eliminate highway fatalities and serious injuries. The Idaho Traffic Safety Commission approved the Plan in May with the addition of a pilot project for an ISP safety/education officer. The Plan needs to be submitted to NHTSA by July 1.

Member Gagner made a motion, seconded by Vice Chairman Coleman, and passed unanimously, to approve the following resolution:

RES. NO. ITB15-24 WHEREAS, Idaho experienced 22,134 reportable traffic crashes, 186 traffic deaths, and 11,768 people injured in 2014; and

WHEREAS, the economic cost of traffic crashes in Idaho for 2014 was nearly \$2.5 billion; and

WHEREAS, the Idaho Transportation Department's goal is to have zero traffic deaths; and

WHEREAS, the National Highway Traffic Safety Administration (NHTSA) may allocate about \$3.9 million in funding behavior safety programs for Idaho to reduce traffic deaths and serious injuries; and

WHEREAS, the Federal Highway Administration may allocate about \$1 million from the Highway Safety Improvement Program for behavior type projects; and

WHEREAS, the Idaho Traffic Safety Commission and the Office of Highway Safety have developed the Highway Safety Plan for Federal Fiscal Year 2016 to work towards the elimination of Idaho traffic deaths, serious injuries, and economic losses; and

WHEREAS, the Highway Safety Plan is required by NHTSA in order to receive funding from NHTSA.

*NOW THEREFORE BE IT RESOLVED*, that the Idaho Transportation Board adopts the Highway Safety Plan for Federal FY16, which is on file in the Office of Highway Safety.

Chairman Whitehead thanked AHSM Losness for presenting the Highway Safety Plan.

District 4 Report. District 4 Engineer (DE) Devin Rigby reported on some of the District's activities and performance measures. The winter mobility goal of 55% was exceeded, as the District's roads were not significantly impeded 73% of the time. It delivered 100% of its projects on time. The District has completed its review to determine what positions and job skills will be required in 2020. The design and construction groups have been combined to improve the consistency throughout the life of a project. The seven Operations Linemen have been organized into a district-wide team that will be responsible and accountable for the district-wide operations performance measures. The Cottrell Rest Area received a first place award for a special project from the ACEC, and staff switched to electronic flares, which should be more effective and less costly.

Chairman Whitehead thanked DE Rigby for the informative report.

Proceed with Public Involvement for the Draft FY16-20 ITIP. Transportation Investments Manager John Krause requested approval to proceed with public involvement for the draft FY16-20 ITIP.

Member Gagner made a motion, seconded by Member Horsch, and passed unopposed, to approve the following resolution:

RES. NO.        WHEREAS, it is in the public's interest for the Idaho Transportation Department  
ITB15-25        to publish and accomplish a current, realistic, and fiscally constrained five-year Idaho Transportation  
                         Investment Program (ITIP); and

WHEREAS, it is the intent of the Idaho Transportation Board to effectively utilize all available federal, state, local, and private capital investment funding; and

WHEREAS, the program update cycle requires cooperation with partner agencies in its calendar of activities; and

WHEREAS, the Idaho Transportation Board reviewed the draft FY16-20 ITIP at the Program Workshop on June 16, 2015; and

WHEREAS, the next activity in the program update cycle is public review and comment per 23 CFR 450.210; and

WHEREAS, project selection and program approval is scheduled for the Board's September meeting after incorporating public comment.

*NOW THEREFORE BE IT RESOLVED*, that the Board will commence public involvement in July with project and program information incorporated from the publication entitled Draft FY16-20 ITIP, June Board Meeting.

Executive Session on Personnel and Legal Issues. Member Gagner made a motion to meet in executive session at 12 noon to discuss personnel and legal issues as authorized in Idaho Code Section 67-2345 (b) and (f). Vice Chairman Coleman seconded the motion and it passed 6-0 by individual roll call vote.

Discussions were held on personnel and legal matters.

The Board came out of executive session at 2:25 PM.

WHEREUPON, the Idaho Transportation Board's regular monthly meeting officially adjourned at 2:25 PM.

signed

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JERRY WHITEHEAD, Chairman  
Idaho Transportation Board

Read and Approved  
July 23, 2015  
Boise, Idaho

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## DISTRICT 3 TOUR AND REGULAR MEETING OF THE IDAHO TRANSPORTATION BOARD

July 23, 2015

The Idaho Transportation Board met at 8:30 AM, on Thursday, July 23, in Boise, Idaho. The following principals were present:

Jerry Whitehead, Chairman  
Jim Coleman, Vice Chairman – District 1  
Julie DeLorenzo, Member – District 3  
Jim Kempton, Member – District 4  
Dwight Horsch, Member – District 5  
Lee Gagner, Member – District 6  
Scott Stokes, Chief Deputy  
Sue S. Higgins, Executive Assistant and Secretary to the Board

Representative Sue Chew was also in attendance.

District 3 Tour. The Board toured the new intermodal transit facility under construction in downtown Boise. Valley Regional Transit is participating in the public/private partnership to construct a central hub for local transit services.

The Board convened at 10 AM at the District 3 Office. Director Brian W. Ness and Deputy Attorney General Larry Allen were also present. District 2 Member Janice B. Vassar participated via teleconference.

Board Minutes. Member DeLorenzo made a motion to approve the minutes of the regular Board meeting held on June 15-16, 2015 as submitted. Member Horsch seconded the motion and it passed unopposed.

Board Meeting Dates. The following meeting dates and locations were scheduled:

August 19-20, 2015 – District 1  
September 16, 2015 – District 6  
October 21-22, 2015 – Boise

Consent Items. Member DeLorenzo made a motion, seconded by Member Gagner, and passed unopposed, to approve the following resolution:

RES. NO. WHEREAS, consent calendar items are to be routine, non-controversial, self-  
ITB15-26 explanatory items that can be approved in one motion; and

WHEREAS, Idaho Transportation Board members have the prerogative to remove items from the consent calendar for questions or discussion.

*NOW THEREFORE BE IT RESOLVED*, that the Board approves advancing SH-53, North Pleasantview Road Turnbays; the addition of FY15/16 University of Idaho Moscow Safe Routes to School Coordinator; the removal of Local, East Fork Road Pathway, Ketchum; the delay of US-30, FY15 Americans with Disabilities' Act Ramps, Burley and the delay of US-30/US-89, FY15 Americans with Disabilities' Act Ramps, Montpelier; contract awards; a contract rejection; a new effective date for revisions to IDAPA 39.03.01 Rules Governing Definitions Regarding Overlegal Permits; and a new effective date for revisions to IDAPA 39.03.22 Rules Governing Overlegal Permits for Extra Length, Excess Weight Up to 129,000 Pound Vehicle Combinations.

1) Advance SH-53, North Pleasantview Road Turnbays, Key #13860. The Kootenai Metropolitan Planning Organization (KMPO) has been designing an interchange at SH-53 and North Pleasantview Road with High Priority funds from "Bridging the Valley". The design and right-of-way have been completed. Although there are inadequate funds to construct an interchange, funding is available to build an interim turnbay. ITD's partners, including KMPO, the Post Falls Highway District, and Idaho State Police, request the project be advanced from FY19 to FY15 at a cost of \$387,000. Staff requests authority to adjust the Statewide Transportation Improvement Program (STIP) accordingly.

2) Add FY15/16 University of Idaho Moscow Safe Routes to School (SR2S) Coordinator. The Moscow SR2S project will fund a two-year half-time coordinator position to lead city schools in the principles of the SR2S Program. Transportation Alternative Program (TAP) funds were made available in June, prompting the TAP advisory committee to review existing projects and recommend funding the FY15/16 University of Moscow SR2S Coordinator project for \$62,000. Staff requests approval to amend the STIP accordingly.

3) Remove Local, East Fork Road Pathway, Ketchum, Key #14346. The East Fork Road Pathway will be completed using local funds, resulting in the request to remove the \$15,000 project from the Program and to adjust the STIP accordingly.

4) Delay US-30, FY15 6 Americans with Disabilities Act (ADA) Ramps, Burley, Key #13988 and US-30/US-89, FY15 22 ADA Ramps, Montpelier, Key #14014. The sponsors requested delaying the US-30, FY15 6 ADA Ramps, Burley project for \$8,000 to FY16 and the US-30/89 FY15 22 ADA Ramps, Montpelier project for \$50,000 to FY16. Staff requested authority to adjust the System Support Program and amend the STIP accordingly.

5) Contract Awards for Approval. The low bids on the following projects were more than ten percent over the engineer's estimate, requiring justification.

Key #13516 – US-95, Pollock Road Turnbay, Idaho County, District 2. The District does not believe the engineer's estimate adequately accounted for the Flagging and Traffic Control Maintenance items. The other items that accounted for the higher bids were plant mix, ¾" crushed base course, and special borrow for embankment fill. Staff believes the differences are due to the relatively small contract quantities and the remote project location. The District recommends awarding the project because the low bid is believed to be a responsive bid. Low bidder: Knife River Corporation – Northwest - \$588,880.

Key #13522 – US-95, Lake Road and Green Creek Road Turnbays, Idaho County. Mobilization accounted for the largest variance between the engineer's estimate and the low bid. Overall, the District believes the higher bids were due to the relatively small contract quantities. It believes the low bid is responsive and recommends awarding the bid. Low bidder: Crea Construction, Inc. - \$215,431.

Key #11495 – Cheney Drive; Washington Street to North College Road, College of Southern Idaho (CSI). The Local Highway Technical Assistance Council (LHTAC) believes the higher bids reflect the active construction season in the area and the low unemployment rate. It does not believe a potential for savings exists if the project is re-bid. CSI will provide funding for the additional costs. There were no obvious errors or oversights and LHTAC recommends awarding the project. Low bidder: Staker & Parson Companies dba Idaho Materials & Construction - \$1,668,514.

Key #13102 – I-86, Raft River Interchange to Register Rock, District 5. The items that make up the majority of the difference between the engineer's estimate and low bid are Furnish Concrete Pavement, Pavement Removal, and Mobilization. Some of the factors for the higher bids appear to be the specialty work involved, there was little historical data on concrete pavement rehabilitation to base the engineer's estimate on, the need for quick-setting additives in the concrete to obtain the 30 calendar day contract time, and the work is spread over 12 miles. The District does not believe there is a potential for savings if the project is re-advertised and recommends awarding the bid. Low bidder: Concrete Placing Company, Inc. - \$806,889.

Key #13123 – FY16 District 6 Ballast Stabilization. The difference between the engineer's estimate and low bid is primarily due to items dealing with the relocation of the stream back to its historic stream bed, Granular Borrow, Superpave Hot Mix Asphalt Paving Including Asphalt and Additives Class Special-2, Obliteration of Pavement Markings, and Angular Rock Base. The higher bid for these items is due to the perceived risk associated with this work. Staff does not believe there is a potential for savings if the project is re-advertised and recommends awarding the bid. Low bidder: Gale Lim Construction, LLC - \$1,098,013.

Key #12962 – I-15, FY16 District 6 District Wide Bridge Preservation. The difference between the engineer's estimate and the low bid is mainly in the Mobilization, Pedestrian/ Bicycle Railing, Painting Piles, and Cone Bridge Deck Removal Class A items. The District believes the higher bid is due to the perceived risk associated with the work. It does not believe there is potential for savings if the project is re-advertised, so recommends awarding the project. Low bidder: Cannon Builders, Inc. - \$1,158,144.

6) Contract Award for Rejection. The low bid on key #14038 – I-15, Bingham County Line to South Fork Snake River Bridge, District 6, was more than ten percent over the engineer's estimate, requiring justification. The Mobilization and Special Micro-Surfacing items make up the majority of difference between the engineer's estimate and low bid. The higher bid is due to the perceived risk associated with this work and the increased unit cost for the emulsified asphalt. It is also a specialized construction process and no Idaho contractor currently performs this work. The District believes there is a potential for savings if the project is re-advertised, so recommends rejecting the bid. Low bidder: Intermountain Slurry Seal, Inc. - \$3,880,821.

7) Administrative Rule 39.03.01 Governing Definitions Regarding Overlegal Permits. Revisions to Rule 39.03.01 Governing Definitions Regarding Overlegal Permits were presented to and approved by the Board on May 21, 2015. However, there was an error regarding the proper effective date. The date of implementation cannot be retroactive from the date of Board approval, so staff requests approving the revisions to Rule 39.03.01 with an effective date of July 23, 2015.

8) Administrative Rule 39.03.22 Governing Overlegal Permits for Extra Length, Excess Weight Up to 129,000 Pound Vehicle Combinations. Revisions to Rule 39.03.22 Governing Overlegal Permits for Extra Length, Excess Weight Up to 129,000 Pound Vehicle Combinations were presented to the Board on May 21, 2015. The Board approved the changes; however, there was an error regarding the proper effective date. The date of implementation cannot be retroactive from the date of Board approval, so staff requests approving the revisions to Rule 39.03.22 with an effective date of July 23, 2015.

Informational Items. 1) Annual Report of Activities to the Board of Examiners. ITD did not submit any requests to the Board of Examiners during FY15.

2) State FY15 Financial Statements. Through May, revenues to the State Highway Account from all state sources were ahead of projections by 3.6%. Of that total, receipts from the Highway Distribution Account were ahead of forecast by 4.1% or \$6.9 million. State revenues to the State Aeronautics Fund were ahead of projections by .3%. Expenditures were within planned budgets with the exception of the Facilities Program, which were more than expected due to a timing difference between planned and actual expenditures plus encumbrances for building projects. Personnel costs have a savings of \$9.4 million or 8.8%. At the end of May, the balance of the long-term investments was \$62.9 million. These funds are obligated against construction projects and encumbrances. Expenditures for GARVEE projects through the end of May exceeded \$54.3 million and are progressing as planned.

3) Monthly Reporting of Federal Formula Program Funding for June. Idaho received funds extending the Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP-21) federal transportation act through July 31. The Department also received apportionments only of \$161,652 due to Redistribution of Certain Authorized Funds on June 23. Idaho received a prorated 83% share of its annual federal formula apportionments or approximately \$255.3 million with match. Obligation authority is currently 93.5% of apportionments. Of the \$216.1 million allotted for all programs, \$12.2 million remains.

4) Non-Construction Professional Service Contracts Issued by Business and Support Management (BSM). The BSM Section processed four professional service agreements from June 1 to June 30 in the amount of \$241,810.

5) Contract Awards. Key #13875 – SH-8, Deary to Bovill, Latah County, District 2. Low bidder: Poe Asphalt Paving Inc. - \$3,031,036.

Key #9521 - Middle Fork Payette River Bridge, Crouch, District 3. Low bidder: Braun-Jensen, Inc. - \$1,866,000.

Key #13356 – US-95, FY17 District 3 Sealcoats, Adams County. Low bidder: Knife River Corporation - Northwest - \$1,423,773.

Key #13073 – SH-24, North City Limits, Rupert to B-2 Canal, District 4. Low bidder: Western Construction, Inc. - \$686,466.

Keys #13100 and #13108 – I-15, US-91, North Main Street; Bridge Street to Wooton Way and Fort Hall Boundary to South Main and West Bridge Street, District 5. Low bidder: Depatco, Inc. - \$1,391,989.

Key #14352 – School Vicinity ADA Ramps, Idaho Falls, District 6. Low bidder: Depatco, Inc. - \$261,977.

The list of projects currently being advertised was also presented.

6) Professional Services Agreements and Term Agreement Work Tasks Report. From June 1 through June 30, 36 new professional services agreements and work tasks were processed, totaling \$4,272,248. Six supplemental agreements to existing professional services agreements were processed during this period in the amount of \$255,935.

7) Speed Minute Entry Changes for July 2015. The following speed minute entry was processed during June in District 1:

<u>Route</u>	<u>Beginning</u>	<u>Ending</u>	<u>Speed Limit</u>	
	<u>Milepost</u>	<u>Milepost</u>	<u>Old</u>	<u>New</u>
US-95	430.888	431.340	35	45

8) Administrative and Legal Settlements of Right of Way Acquisitions. From January 1 through June 30, 2015, the Right of Way Section processed 19 parcels. Of those, only one parcel had an administrative settlement in the amount of \$9,500. Two legacy projects had previous legal actions and required legal settlements totaling \$133,769.

Director's Report. Director Ness said the annual Western Association of State Highway and Transportation Officials' (WASHTO) conference in Boise earlier this week appeared to be successful. He commended CD Stokes, Chief Administrative Officer Char McArthur, and Contracting Services Engineer Monica Crider for their exceptional leadership and planning efforts to host the conference. He also acknowledged several other staff members who were instrumental in the successful conference and expressed appreciation to the Board members who attended the conference. He added that he was selected as WASHTO's president at the meeting.

Director Ness provided an update on the reauthorization of MAP-21. The U.S. Senate proposed a six-year bill; however, it only identifies funding for the first three years. It is uncertain if additional action will be taken on this proposal before the current extension expires on July 31, 2015. He also introduced Vincent Trimboli, who was recently hired as the Public Affairs Manager.

The Director's entire report can be viewed at <http://itd.idaho.gov/Board>.

CD Stokes commended staff for the progress on the Division of Motor Vehicles' modernization project. Approximately \$54 million has been deposited into ITD's account from the general fund as part of the Surplus Eliminator legislation; however, the Department does not have spending authority for these funds. He introduced John Tomlinson, who was recently promoted to the Highway Safety Manager.

Chief Operations Officer Jim Carpenter said the Federal Highway Administration (FHWA) approved the Final Environmental Impact Statement for the US-95, Thorncreek to Moscow project. It will be advertised in the Federal Register and the Record of Decision should be issued in September. District 6 is completing the re-evaluation of the US-20, Thornton Interchange project, which should be the last step before the project is ready to be advertised. Final design is underway on the US-95, Council Alternate Route.

COO Carpenter said bids have been opened on six of the projects the Board advanced in May with the new revenue. Those six projects total about \$14 million. He expects to have 22 of the advanced 27 projects under contract by mid-August. Staff continues to monitor effects of the 80 mile per hour speed limit on the interstates. No significant changes have been noted. He also reported receiving positive comments on the new transportation technician horizontal career path initiative to compensate employees based on their skills. A number of transportation technicians have already completed the first series and received a pay raise.

Chief Engineer Dave Jones introduced the new Freight Coordinator, Jeffrey Marker.

Chairman Whitehead welcomed Representative Phylis King, Representative Melissa Winthrow, Representative Chew, and Senator Fred Martin to the meeting.



Adopt-A-Highway (AAH) Presentation. Member DeLorenzo thanked the Shepherds of the Mountain Lutheran Church for participating in the AAH Program. The Cascade group has been picking up litter along SH-55, mileposts 111 to 113, since 1991.

Highway Safety Presentation. CD Stokes congratulated Adams and Gem County officials and Idaho State Police for recording zero traffic fatalities in 2014. CD Stokes also recognized the six law enforcement liaisons. One law enforcement officer from each District participates on this team to improve highway safety and share messages and information with other law enforcement personnel in their respective District. He thanked them for their valuable contributions to highway safety.

Positive Community Norms to Improve Highway Safety. Jay Otto, Research Analyst with the Center for Health and Safety Culture, Montana State University, summarized the Positive Community Norms pilot project. The purpose was to end impaired driving by fostering bystander engagement. It was conducted in Blackfoot, Lewiston, and Twin Falls. Analyses of the surveys conducted before and after the media campaigns indicated the campaign changed the targeted beliefs; however, it does not appear that behaviors changed. He believes there are opportunities to expand on the courageous voices theme, particularly to target distraction, seat belt use, speeding, and other risky driving behaviors. He also believes that more local engagement is needed.

Chairman Whitehead thanked Mr. Otto for the report and for his efforts on this important project.

Delegation – Ada County Highway District Commuteride. Commuteride Manager Maureen Gresham provided an update on the Commuteride Program. The Program’s mission is to promote transportation options. It wants to maximize the use of existing resources, increase the transportation network’s efficiency, collaborate, and find long-term solutions that provide a multitude of opportunities. Some opportunities are statewide ridesharing, joint outreach, construction mitigation, and park and ride facilities.

Chairman Whitehead thanked Commuteride Manager Gresham for the presentation.

District 3 Report. District 3 Engineer (DE) Amy Revis reported on some of the District’s activities and performance measures. As part of the FY16-20 reprogramming effort, 36 projects were advanced and 15 new projects were added. The value of projects awarded in FY15 was \$41.3 million. The District issued 393 permits. The winter mobility goal of 55% was exceeded, as the District’s roads were not significantly impeded 73% of the time. She also mentioned several awards the District received for projects such as the SH-16 extension, the SH-55 North Fork Payette River Bridge design-build project, and construction of SH-44, Linder to Ballantyne.

Chairman Whitehead thanked DE Revis for the informative report.

Early Acquisition for I-15, Rose Road Interchange, Key #14002. Andrea Sheppard, District 5 Transportation Staff Engineer requested early acquisition of a property impacted by the I-15, Rose Road Interchange project. The bridge replacement and interchange improvement project is programmed in 2018. The preferred alternative includes changing the existing partial clover interchange configuration to a diamond interchange to improve mobility and economic opportunity of the freight industry using the I-15 corridor. As a result of the diamond interchange, the property in the southeast corner must be purchased. The property owners have been contacted and are willing to work with ITD on the purchase of their property. The property owners found a comparable property they are interested in purchasing. District 5 believes there is an opportunity to relocate the property owner at this time. There is no risk of the environmental document rendering this purchase unnecessary because only the preferred alternative will be included in the Categorical Exclusion.

Vice Chairman Coleman made a motion, seconded by Member Gagner, and passed unopposed to approve the following resolution:

RES. NO.        WHEREAS, the Idaho Transportation Department is developing key #14002,  
ITB15-27        Rose Road Interchange on Interstate 15 near milepost 98; and

WHEREAS, the new interchange construction will require the purchase of the 10 acre parcel in the southeast corner of the interchange; and

WHEREAS, the property owner is interested in purchasing a comparable property currently on the market; and

WHEREAS, District 5 sees this as an opportunity to serve the needs of the property owner and ITD; and

WHEREAS, District 5 desires to use the early acquisition process as specified in 23 USC 108 (c) to purchase this property with state funds prior to environmental approval; after which, the federal participation portion of the funds will be reimbursed; and

WHEREAS, State funds are available from current bid savings.

*NOW THEREFORE BE IT RESOLVED*, that the Idaho Transportation Board hereby authorizes the Department to use State funds to purchase real property interests prior to environmental approval as outlined in 23 USC 108 (c) for key #14002, Rose Road Interchange. The value will be determined in compliance with ITD procedures and in conformance with legal requirements.

FY16 Idaho Airport Aid Program. Bill Statham, Senior Airport Planner, said the Idaho Airport Aid Program's base funding is \$550,000 this year. The funds are for General Aviation – NPIAS airports, community airports, and some small emergency projects. The proposal directs 64% of the funds to projects at 18 general aviation facilities with a match of 3% and 35% of funds for four projects at community airports.

Member Gagner made a motion, seconded by Vice Chairman Coleman, and passed unopposed, to approve the following resolution:

RES. NO. WHEREAS, the Idaho Transportation Board has the authority to locate,  
ITB15-28 design, construct, reconstruct, alter, extend, repair and maintain state aeronautical facilities; and

WHEREAS, the Board has the authority to expend funds for the construction, maintenance and improvement of publicly owned aeronautical facilities.

*NOW THEREFORE BE IT RESOLVED*, that the Idaho airport aid program for state fiscal year 2016 be approved, as shown as Exhibit 457, which is made a part hereof with like effect; and

*BE IT FURTHER RESOLVED*, the Board directs the Division of Aeronautics to issue grant offers for the state FY16 year; and

*BE IT FURTHER RESOLVED*, the Board adopts the proposed airport funding formulas.

Executive Session on Personnel and Legal Issues. Member DeLorenzo made a motion to meet in executive session at 11:50 AM to discuss personnel and legal issues as authorized in Idaho Code Section 74-206 (b) and (f). Vice Chairman Coleman seconded the motion and it passed 6-0 by individual roll call vote.

Discussions were held on personnel and legal matters.

The Board came out of executive session at 1:45 PM.

2016 Proposed Legislative Idea. CD Stokes said one legislative idea is being proposed for the 2016 session: waiving Idaho's sovereign immunity with regard to the National Environmental Policy Act (NEPA). Allowing Idaho to assume

full NEPA responsibility and decision-making authority should improve project delivery processes and eliminate the FHWA review layer. It would not shortcut legal requirements. The fiscal impact is unknown. ITD would be responsible to defend an environmental document from legal challenges and disputes. Staff estimates the costs to be less than \$150,000 annually.

The Board concurred with the proposal to waive Idaho's sovereign immunity with regard to NEPA.

Administrative Rule 39.02.03 Governing Vehicle Dealer's Principle Place of Business. Motor Vehicle Administrator Alan Frew said revisions to the rule regarding Vehicle Dealer's Principle Place of Business went through the negotiated rulemaking process, in which industry was involved and public comments on the proposed revisions were accepted. A webinar on the rule change was also conducted. This process netted 21 comments, with 15 in support of the change, 4 opposed, and 2 neutral. Previously, dealers were required to declare in writing to ITD at least four business hours per week that they are open, part of which must be during Monday through Friday, 8 AM to 5 PM, when customers or Department employees could contact the dealer. The new rule is more flexible, requiring dealers to declare in writing the regular hours that their dealerships are open and when they are available to be contacted.

Vice Chairman Coleman made a motion, seconded by Member DeLorenzo, and passed unanimously, to approve the following resolution:

RES. NO. WHEREAS, the Idaho Transportation Board has authority to approve requested  
ITB15-29 changes to Idaho Transportation Department rules; and

WHEREAS, the Board finds the change to I.D.A.P.A 39.02.03 necessary for the Department and industry.

*NOW THEREFORE BE IT RESOLVED*, that the Board approves the following rule to be submitted for change:

Rule 39.02.03 – Rules Governing Vehicle Dealers Principle Place of Business

Section 100 – Removes the requirement of dealers and wholesale dealers having to operate a minimum number of hours per week and that some of those operating hours must be between Monday through Friday 8 AM – 5 PM; and

*BE IT FURTHER RESOLVED*, that the Board approves the request to submit the change as listed above for Rule 39.02.03 and directs staff to proceed with the regular rule making process.

Administrative Rule 39.02.22 Governing Registration and Permit Fee Administration. Motor Carrier Services Manager (MCSM) Reymundo Rodriguez requested revisions to Administrative Rule 39.02.22 Governing Registration and Permit Fee Administration. The changes clarify reporting of road use fees, the process when checks are received with insufficient funds, that unpaid amounts owed to ITD may be sent to a collection agency, and carriers are required to re-register if they want to resume operating; provide flexibility to refund money for registration fees if eligible; eliminate delinquent billing and fee account bill processes due to the newly implemented cash drawer process; and add a section related to the external collection agency process.

The Board believes some of the language needs clarifying, as wording related to suspensions and payments is confusing. MCSM Rodriguez said he will revise those sections and re-submit the rule changes next month.

Administrative Rule 39.02.26 Governing Temporary Vehicle Clearance for Carriers. MCSM Rodriguez proposed changes to Administrative Rule 39.02.26 Governing Temporary Vehicle Clearance (TVC) for Carriers. The revisions clarify that temporary vehicle clearances can be acquired at the Department and online; removes self-issue TVC permit requirement and proof on ownership before issuing TVC; clarifies when registration and cab cards will be sent to carriers; and updates the fee charged for TVC to match Idaho Code.

Member DeLorenzo made a motion, seconded by Member Horsch, and passed unopposed, to approved the following resolution:

RES. NO. WHEREAS, the Idaho Transportation Board has authority to approve requested  
ITB15-30 changes to Idaho Transportation Department rules; and

WHEREAS, the Board finds the change to I.D.A.P.A 39.02.26 necessary for the Department and industry.

*NOW THEREFORE BE IT RESOLVED*, that the Board approves the following rule to be submitted for change:

Rule 39.02.26 – Rules Governing Temporary Vehicle Clearance for Carriers

Section 200 – Clarify that temporary vehicle clearances (TVC) can also be acquired at the Department and online

Section 201 – Self issue TVC permit requirements are no longer applicable

Section 202 – Proof on ownership before issuing TVC is no longer applicable

Section 203 – Clarify when registration and cab card(s) will be sent to carriers

Section 300 – Reflects correct fee charged for TVC to match Idaho Code; and

*BE IT FURTHER RESOLVED*, that the Board approves the request to submit the change as listed above for Rule 39.02.26 and directs staff to proceed with the regular rule making process.

Administrative Rule 39.03.16 Governing Oversize Permits for Non-Reducible Vehicles and/or Loads. MCSM Rodriguez proposed changes to Administrative Rule 39.03.16 Governing Oversize Permits for Non-Reducible Vehicles and/or Loads. The changes clarify the practical minimum dimensions that will be allowed for non-reducible loads and the trailer length allowed when hauling more than one overwidth non-reducible load and removes conflicting wording on not allowing wider trailers when they are allowed and the fee account option because the cash drawer now allows for escrow accounts.

Member DeLorenzo made a motion, seconded by Member Kempton, and passed unopposed, to approve the following resolution:

RES. NO. WHEREAS, the Idaho Transportation Board has authority to approve requested  
ITB15-31 changes to Idaho Transportation Department rules; and

WHEREAS, the Board finds the change to I.D.A.P.A 39.03.16 necessary for the Department and industry.

*NOW THEREFORE BE IT RESOLVED*, that the Board approves the following rule to be submitted for change:

Rule 39.03.16 – Governing Oversize Permits for Non-Reducible Vehicles and/or Loads

Section 100 – Clarify the practical minimum dimensions that will be allowed for non-reducible loads. Clarify the trailer length allowed when hauling more than one overwidth non-reducible load.

Section 300 – Remove conflicting wording on not allowing wider trailers when they are allowed.

Section 400 – Remove the fee account option since cash drawer now allows for escrow accounts; and

*BE IT FURTHER RESOLVED*, that the Board approves the request to submit the change as listed above for Rule 39.03.16 and directs staff to promulgate a temporary rule effective July 23<sup>rd</sup>, 2015 and concurrently proceed with the regular rule making process.

Administrative Rule 39.03.17 Governing Manufactured Homes, Modular Buildings and Office Trailers. MCSM Rodriguez proposed revisions to Administrative Rule 39.03.17 Governing Manufactured Homes, Modular Buildings and Office Trailers. The changes clarify that vehicles towed on their own axles may be required to be registered, those hauling or towing must have the appropriate insurance, the requirements for vehicles hauling or towing, and that the speed requirement applies to towing. The revisions also change the sign requirements and the base width from 14' to 16' on all highways of the pilot car map except red routes.

Because the Board recommended a number of grammatical and other minor, non-substantive changes to the rule, MCSM Rodriguez said he will make the requested changes and re-submit the rule next month.

Administrative Rule 39.03.19 Governing Annual Overlegal Permits. MCSM Rodriguez requested changes to Administrative Rule 39.03.19 Governing Annual Overlegal Permits. The revisions change the 14' 6" width to 16' and clarify the reporting requirements for road use fees on annual overweight permits.

Member Gagner made a motion, seconded by Vice Chairman Coleman, and passed unanimously, to approve the following resolution:

RES. NO. WHEREAS, the Idaho Transportation Board has authority to approve requested  
ITB15-32 changes to Idaho Transportation Department rules; and

WHEREAS, the Board finds the change to I.D.A.P.A 39.03.19 necessary for the Department and industry.

*NOW THEREFORE BE IT RESOLVED*, that the Board approves the following rule to be submitted for change:

Rule 39.03.19 – Rules Governing Annual Overlegal Permits

Section 100 - Change the 14' 6" width to 16'.

Section 100 - Clarify the reporting requirements for road use fees on annual overweight permits.

*BE IT FURTHER RESOLVED*, that the Board approves the request to submit the change as listed above for Rule 39.03.19 and directs staff to promulgate a temporary rule effective July 23<sup>rd</sup>, 2015 and concurrently proceed with the regular rule making process.

WHEREUPON, the Idaho Transportation Board's regular monthly meeting officially adjourned at 2:10 PM.

Read and Approved  
August 20, 2015  
Coeur d'Alene, Idaho

signed  
\_\_\_\_\_  
JERRY WHITEHEAD, Chairman  
Idaho Transportation Board

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## DISTRICT 1 TOUR AND REGULAR MEETING OF THE IDAHO TRANSPORTATION BOARD

August 19-20, 2015

The Idaho Transportation Board met at 8:15 AM, on Wednesday, August 19, in Coeur d'Alene, Idaho. The following principals were present:

Jim Coleman, Vice Chairman – District 1  
Janice B. Vassar, Member – District 2  
Julie DeLorenzo, Member – District 3  
Jim Kempton, Member – District 4  
Dwight Horsch, Member – District 5  
Lee Gagner, Member – District 6  
Brian W. Ness, Director  
Scott Stokes, Chief Deputy  
Sue S. Higgins, Executive Assistant and Secretary to the Board

Representatives Don Cheatham, Ron Mendive, and Kathy Sims were also present.

District 1 Tour. The Board traveled east on I-90. It toured the Silver Valley Mine in Wallace. During lunch, Mike Dexter from Hecla Mining reported on the economic impact of mining and emphasized the importance of a good transportation system.

The tour continued east on I-90. At the Montana State Line, the Board turned around and returned to Coeur d'Alene. It viewed several bridge projects under construction and the reconstruction of I-90 east of Mullan.

The Board visited the Kootenai Medical Center in Coeur d'Alene. Representatives from the facility reported on the expansion plans and impacts to traffic, particularly at the US-95 and Ironwood Drive intersection. ITD has been involved in the partnership to address traffic concerns. An intersection improvement project is included in the draft Statewide Transportation Improvement Program.

WHEREUPON, the tour ended at 3:45 PM.

August 20, 2015

The Board convened at 8 AM at the District 1 Office in Coeur d'Alene. All members were present except Chairman Jerry Whitehead. Deputy Attorney General Larry Allen was present. Vice Chairman Coleman presided.

Vice Chairman Coleman welcomed Senator Shawn Keough to the meeting.

Board Minutes. Member DeLorenzo made a motion to approve the minutes of the regular Board meeting held on July 23, 2015 as corrected. Member Gagner seconded the motion and it passed unopposed.

Board Meeting Dates. The following meeting dates and locations were scheduled:

September 16, 2015 – District 6

October 21-22, 2015 – Boise  
November 18-19, 2015 – Boise

Consent Items. Member Gagner made a motion, seconded by Member Kempton, and passed unopposed, to approve the following resolution:

RES. NO. WHEREAS, consent calendar items are to be routine, non-controversial, self-  
ITB15-33 explanatory items that can be approved in one motion; and

WHEREAS, Idaho Transportation Board members have the prerogative to remove items from the consent calendar for questions or discussion.

*NOW THEREFORE BE IT RESOLVED*, that the Board approves the FY15 Account Write Off; revisions to 39.02.22 Governing Registration and Permit Fee Administration; revisions to 39.03.17 Governing Manufactured Homes, Modular Buildings and Office Trailers; and contract awards.

1) FY15 Account Write Off. ITD policy requires all uncollectible accounts exceeding \$1,000 be reviewed and approved for write off by the Board. The Director or a designee reviews and approves for write off all accounts less than \$1,000. For FY15, staff requests Board approval to write off 24 accounts totaling \$106,507.32, as shown as Exhibit 458, which is made a part hereof with like effect. Forty-seven accounts in amounts less than \$1,000 have been determined as uncollectible, totaling \$12,985.47. The outstanding receivables are more than four years delinquent. Customers are not allowed to do business with ITD until their deficiencies are paid or the statute of limitations is reached.

2) Administrative Rule 39.02.22 Governing Registration and Permit Fee Administration. Revisions to Rule 39.02.22 Governing Registration and Permit Fee Administration were presented to the Board on July 23, 2015. The Board requested revisions to Section 600 clarifying that a customer must pay the amount of the check that was unpaid by the bank and an additional \$20 fee.

3) Administrative Rule 39.03.17 Governing Manufactured Homes, Modular Buildings and Office Trailers. Revisions to Rule 39.03.17 Governing Manufactured Homes, Modular Buildings and Office Trailers were presented to the Board on July 23, 2015. The Board recommended standardizing the wording in the rule.

4) Contract Awards for Approval. The low bids on the following projects were more than ten percent over the engineer's estimate, requiring justification.

Key #9458 – US-95, Smith Creek to Sheep Creek Stage 1, Benewah County, District 1. The main differences between the low bid and engineer's estimate are in the Water for Dust Abatement, Temp Shoring, 24" Pipe Culvert, Mobilization, and Granular Subbase items. Staff believes the most significant differences are due to the late mid-season bid date with no guarantee of work during 2015 with apparent concerns over drainage and erosion control work; tight construction time frame for all work to be completed by October 31, 2016; increased volume of ITD projects bid at the same time; limited availability of suitable materials sources and waste areas; and significant construction staging requirements. The District does not believe re-bidding the project would result in a significant cost savings. It also believes it is critical to upgrade this roadway section with safety, drainage and pavement improvements, so recommends awarding the project. Low bidder: Apollo, Inc. - \$11,641,882.

Key #13099 – US-91, Flandro to Poleline, Pocatello/Chubbuck, District 5. The main difference between the engineer's estimate and low bid is in the Grind Concrete Pavement, Resealing Joints, Temp Shoring, and Special Stormwater Quality Filter Treatment items. Part of the variance is likely due to the small quantities. The project is less than one-half mile, with about half the work concrete and the other half asphalt, requiring specialized equipment. Some of the cost differences may also be due to the liability of the work. The District does not believe re-bidding the project would be beneficial, so recommends awarding the project. Low bidder: Braun-Jensen, Inc. - \$1,311,608.

Key #13563 – Turner Road Penstock Bridge, Caribou County, District 5. Granular Sub-Base and Superpave Hot Mix Asphalt Pavement comprised the major difference between the engineer’s estimate and the low bid. The higher prices may have been due to a relatively new method for construction of the bridge foundation, and the work involves some risk due to the need to protect the existing historic penstock. The sponsor, Caribou County, understands it will be responsible for the additional local match. Low bidder: Whitaker Construction - \$1,299,977.

Informational Items. 1) Monthly Reporting of Federal Formula Program Funding for July. Obligation authority through July 21 is \$220.5 million which corresponds to \$216.1 million with match after a reduction of prorated indirect costs. The Moving Ahead for Progress in the 21<sup>st</sup> Century federal transportation act has been extended through October 29. Idaho received a prorated 83% share of its annual federal formula apportionments or approximately \$255.3 million with match. Obligation authority is currently 93.5% of apportionments. Of the \$216.1 million allotted for all programs, \$10.7 million remains.

2) Non-Construction Professional Service Contracts Issued by Business and Support Management (BSM). The BSM Section processed three professional service agreements from July 1 to July 31 in the amount of \$122,665.

3) Summary of FY15 Budget vs. Actual Out-of-State Travel. FY15 out-of-state travel expenditures totaled \$273,004. The budgeted amount was \$367,220. In comparison, \$281,960 was spent on out-of-state travel in FY14. In FY15, \$1,107,086 was expended on in-state travel, compared to \$1,101,091 in FY14.

4) Return Check Report for FY15. During FY15, \$40,403,903 in checks were received, while 62 checks, or .43%, totaling \$175,428 were returned. Collection of returned checks equaled \$179,609 for an annual collection rate of 102.38%.

5) Contract Awards. Key #12947 – US-2, FY16 District 1 Bridge Deck Life Extension. Low bidder: Braun-Jensen, Inc. - \$900,000.

Key #12954 – FY16 District 2 Bridge Repair. Low bidder: Braun-Jensen, Inc. - \$993,000.

Key #13936 – I-84, I-184, Various Ramp Improvements, District 3. Low bidder: Central Paving Company, Inc. - \$1,068,502.

Key #13956 – High Accident Warning Signs, Canyon Highway District #4, District 3. Low bidder: Specialty Construction Supply, LLC - \$116,745.

Key #13937 – SH-19, Simplot to Blaine Street, Caldwell, District 3. Low bidder: Knife River Corporation - Northwest - \$1,121,956.

Key #13923 – SH-44, West State Street to Junction SH-55 North, Eagle, District 3. Low bidder: Knife River Corporation - Northwest - \$1,819,052.

The list of projects currently being advertised was also presented.

6) Professional Services Agreements and Term Agreement Work Tasks Report. From July 1 through July 31, 34 new professional services agreements and work tasks were processed, totaling \$2,615,733. Two supplemental agreements to existing professional services agreements were processed during this period in the amount of \$26,500.

7) Speed Minute Entry Changes for July 2015. The following speed minute entries were processed during July in District 4:

<u>Route</u>	<u>Beginning Milepost</u>	<u>Ending Milepost</u>	<u>Speed Limit</u>	
			<u>Old</u>	<u>New</u>
US-26	149.924	150.354	45	35



US-26	150.355	150.491	65	45
US-30	220.817	221.479	60	45
US-93	48.425	48.875	35	45

8) FY15 Federal Aid End-of-Year Plan for Local Public Agencies. Idaho has received 83.3% of the expected 93.5% of annual obligation authority. Of that amount, local public agencies have remaining federal funding available in the total amount of \$3,786,000. There are also bid savings, prior year released funds, and unused scheduled funds that are available to cover cost increases or to advance projects. ITD will obligate the funds based on the prioritized project lists received from the local public agencies, as shown as Exhibit 459, which is made a part here of with like effect.

9) Performance Measurement Report for Division of Financial Management. Idaho Code requires each state agency to submit an annual Performance Measurement Report by September 1. The document is to include an overview of the agency, core functions, revenues and expenditures, cases managed and key services provided, performance highlights and awards, and performance measures and benchmarks.

Director’s Report. Director Ness thanked District 1 for its hospitality this past week, including during his employee visits. He mentioned a recent award the Department received for the US-95 Spalding Bridge project and recognized employees for exceptional customer service.

The Director’s entire report can be viewed at <http://itd.idaho.gov/Board>.

CD Stokes provided end-of-year reports for the Strategic Teams. The Safety Team established highway safety corridors and is in the process of automating the data, which will be valuable in the decision-making process. The tool will provide a return on investment to help prioritize projects. The current focus area is distracted driving. Plans are to continue focusing on that behavior in 2016 with an emphasis on youthful driving.

The Economic Opportunity Team completed a travel demand model and TREDIS. The tools will help establish project priorities. Freight will be a higher priority this year and weigh-in-motion sensors will be installed at more ports of entry.

Encouraging new ideas and improving service is the main focus of the Innovation Team. In FY15, 70 ideas were implemented, resulting in an annual savings of \$385,000. The Innovate Idaho program will be expanded in FY16 through stewards and training will be provided.

The Employee Development Team is continuing to focus on succession planning. The employee evaluation process consists of monthly visits and ensuring the employees’ expectations are known. A new program for emerging leaders is being established.

Delegation – Selkirks-Pend Oreille Transit (SPOT). Marion Johnson and Clif Warren summarized SPOT’s activities, noting the important service it provides to the region. Some highlights include ridership continues to increase, technology to track vehicles on mobile devices is being implemented, and a partnership with Schweitzer is being established.

Vice Chairman Coleman thanked Ms. Johnson and Mr. Warren for the informative report and the valuable service SPOT is providing.

Delegation – City of Sandpoint. Sandpoint Mayor Carrie Logan thanked the Board for approving the operational changes on 5<sup>th</sup> Avenue. She expressed appreciation for the District’s assistance and partnership. She also emphasized the importance of bicycle/pedestrian paths and asked for assistance with signing the US Bike Route 10 corridor through Bonner County.

Vice Chairman Coleman thanked Mayor Logan for her remarks and for her service.

Delegation – City of Ponderay. Ponderay Councilmember Karen Engel presented remarks on behalf of Mayor Carol Kunzeman. She thanked the Board for its service to the state and for the major improvements that have been made to northern Idaho’s transportation system. She also praised District 1 staff for its responsiveness and assistance.

Vice Chairman Coleman thanked Councilmember Engle for relaying Mayor Kunzeman’s kind remarks.

Delegation – City of Kootenai. Kootenai Mayor Nancy Lewis provided an overview on the community of about 770. She expressed concern with elementary students walking to school along SH-200. She requested assistance with connecting the community’s pathways.

Vice Chairman Coleman thanked Mayor Lewis for her comments and said the Safe Routes to School Program may be a funding option.

Delegation – City of Dover. Dover Councilman Neal Hewitt thanked the Board for visiting northern Idaho and for its service. The new Dover Bridge is a valuable asset to the area. The City would like signs and has been working with the District staff on that. He praised SPOT for the valuable service it is providing. He also commended the Local Highway Technical Assistance Council (LHTAC) for its service to small communities, as the transportation system is so important to the economy.

Vice Chairman Coleman thanked Councilmember Hewitt for his remarks.

Delegation – Bonner County Area Transportation Team (BCATT). BCATT Chairman Glen Bailey provided background on the Team, created to address the area’s transportation issues. He thanked the Board for visiting District 1 and the District employees for their valuable partnership. He summarized some of the transportation projects underway and thanked the Board for the numerous improvements to the area’s transportation system, particularly to US-95. He believes the projects are saving lives; although he added that the two-lane stretch of US-95 south of Sandpoint is a concern.

Member Kempton emphasized that local transportation committees such as BCATT are a valuable asset to the Board and Department. Vice Chairman Coleman thanked BCATT Chairman Bailey for his comments.

Delegation – City of Bonners Ferry. Bonners Ferry Mayor David Anderson thanked the Board for improvements to US-95, as a good transportation system is vital to economic activity. He expressed appreciation to SPOT for providing service to Bonners Ferry. A study to address concerns with US-95 in Bonners Ferry was recently completed. Some of the original \$2 million is available for the design, right-of-way, and possibly some construction. He requested funding to complete the project and suggested the legislatively-approved Strategic Initiatives Program may be a funding option, as that revenue is to be used for projects that promote economic opportunity and safety.

Vice Chairman Coleman expressed appreciation for the legislature’s action on transportation funding this past year. Staff is working on the criteria for the Strategic Initiatives Program. He thanked Mayor Anderson for his presentation.

Vice Chairman Coleman recognized District 1 Planner Don Davis, who will be retiring next month, and thanked him for his exemplary service.

Delegation – City of Kellogg. As Chairman of LHTAC, Kellogg Mayor Mac Pooler said the Council is committed to serving small local public agencies. A number of changes have been made recently, including promoting Jeff Miles to executive director and improving the project application process. Mayor Pooler thanked the Board for the I-90 reconstruction project.

Vice Chairman Coleman expressed appreciation for the improvements at LHTAC and thanked Mayor Pooler for his comments.

Delegation – Priest Community Forest Connection. Steve Linton summarized efforts to construct a 25 mile shared-use path from Oldtown to Dover. The commuter and recreational path would enhance safety and economic opportunities. A separated path along US-2 is desired. Design is underway and construction is anticipated in three phases. Mr. Linton asked for assistance with funding the path.

In response to Member Gagner’s question on the anticipated cost of the pathway, Mr. Linton replied that the cost has not been determined yet. It will depend on the design. The preference is to construct an asphalt path and ensure it complies with the Americans with Disabilities Act.

Vice Chairman Coleman thanked Mr. Linton for the presentation and believes the path would be a valuable asset to the region.

Adopt-A-Highway (AAH) Presentation. Vice Chairman Coleman thanked the Bonner County Monday Hikers for participating in the AAH Program. The members provide a valuable service picking up litter along US-95.

State FY15 Financial Statements. Controller Dave Tolman said ITD’s revenues exceeded the FY15 forecast. Revenues to the State Highway Account from all state sources were ahead of projections by 3.5%. Of that total, receipts from the Highway Distribution Account were ahead of forecast by 4.2% or \$7.6 million. State revenues to the State Aeronautics Fund were essentially on target. Expenditures were within planned budgets. Savings of \$11.6 million in personnel costs and \$4 million in operating were transferred to contract construction. The balance of the long-term investments at the end of the fiscal year was \$63 million. These funds are obligated against construction projects and encumbrances. Expenditures for GARVEE projects through the end of June were \$59.3 million. The transfer of \$54.8 million was made to the Strategic Initiates Program Fund as part of the legislative transportation funding approved in House Bill 312. He also mentioned a loss of \$621,406 to ITD as a result of the State Treasurer posting an investment loss of \$8 million to the Idle Pool fund.

August 2015 Revenue Forecast and FY17 Proposed Budget Request. Economist Bob Thompson presented the revised revenue forecast, which has been updated to reflect the additional revenue approved during the 2015 legislative session. The projected revenue to the State Highway Account in FY17 is \$608.08 million. Total revenue to ITD from all sources is estimated at \$610.87 million.

Senior Budget Analyst Joel Drake summarized the proposed FY17 budget request. Some of the changes since the June workshop include a \$400,000 reduction in Federal Transit Administration funds; a \$1.6 million reduction in personnel costs; a decrease of \$1.7 million in operating expenditures due to a projected decrease in fuel costs; a \$700,000 reduction in debt service resulting from bond refunding completed in July; and a \$22.3 million increase for contract construction mainly due to the actual FY15 year-end close out. Other highlights include 1,698.7 full-time positions; \$25.9 million for equipment replacement; \$3.3 million for capital facilities; \$376.3 million for contract construction and right-of-way acquisition; and \$58 million for debt service. The request includes seven line items totaling \$36.6 million.

Member Gagner made a motion, seconded by Member Vassar, and passed unanimously, to approve the following resolution:

RES. NO. WHEREAS, the FY17 Idaho Transportation Department budget request will be  
ITB15-34 prepared in accordance with instructions in the Division of Financial Management’s Budget Development Manual; and

WHEREAS, the Idaho Transportation Board has reviewed the proposed FY17 budget request summary.

*NOW THEREFORE BE IT RESOLVED*, that the Board has reviewed the budget request estimates reflected in the Department Summary and Certification, submitted for approval August 20, 2015, as shown as Exhibit 460, which is made a part hereof with like effect, and authorizes the estimates and

guidance provided to serve as the basis for the FY17 budget request submitted to the Division of Financial Management and Legislative Services Office.

Vice Chairman Coleman welcomed Representative Eric Redman to the meeting.

Update on the 80 Mile Per Hour (MPH) Speed Zones Implemented on I-15, I-84, and I-86. Kevin Sablan, Design/Traffic Services Engineer (DTSE), said that since the speed limit was raised to 80 MPH on portions of Idaho's southern interstates a year ago, the 85<sup>th</sup> percentile speeds have increased by one to three MPH. Observed speeds are between 81 and 84 MPH. The average speed of motorists also increased between one and three MPH with the average speed between 72 and 77 MPH now. The differential speeds between passenger cars and heavy vehicles have remained relatively constant, with the observed differential speeds around 9 to 11 MPH. Crash data is still preliminary and incomplete; however, it appears that the number of total crashes and injury and fatal crashes are remaining steady or decreasing. Staff will continue to monitor the impacts of the 80 MPH speed limit.

Vice Chairman Coleman thanked DTSE Sablan for the report.

US-20, Broadway Bridge, Key #11588, Boise. Design and Engineering Services Administrator (DESA) Blake Rindlisbacher said the high-profile US-20, Broadway Bridge project by Boise State University is progressing well. It should be advertised on September 14 with a bid opening date of October 6. The girders and piles are being pre-purchased. Options to accelerate the construction schedule are being reviewed. Right-of-way acquisition is still underway and several utilities need to be relocated.

Member DeLorenzo commended District 3 staff for its efforts on this important project.

DESA Rindlisbacher also briefed the Board on a bridge hit in District 5. Three girders were damaged on an I-15 overpass near Blackfoot this morning.

Vice Chairman Coleman thanked DESA Rindlisbacher for the updates.

District 1 Report. District 1 Engineer (DE) Damon Allen reported on some of the District's activities and performance measures. Eighty-four percent of the District's pavement is in good condition. The goal is 82%. Seventy percent of its bridges is in good condition while the goal is 80%. The winter mobility goal of 55% was exceeded, as the District's roads were not significantly impeded 82% of the time. Some of the District's partnerships include the proposed US-95 and Ironwood Drive intersection improvements with Kootenai Health Medical Center and the City of Coeur d'Alene; the I-90, Greensferry Road Overpass with the City of Post Falls; operational changes to 5<sup>th</sup> Avenue in Sandpoint; and conducting the Coeur d'Alene Lake Drive Master Plan with the City of Coeur d'Alene and other impacted parties.

Some of the District's innovations include developing an electronic accounts payable/ accounts receivable payment process saving an estimated \$25,000 to \$35,000 per year; providing bicyclists traveling through the I-90 Mullan to Montana work zone with shuttle service to insure safe passage through the construction zone; and developing a mobile traffic detection system that integrates commercial off the shelf technologies to collect traffic information in work zones, providing detailed, real-time traffic volumes and travel times through work zones to help identify peak traffic periods and adjust construction activities accordingly.

Vice Chairman Coleman thanked DE Alan for the informative report and for yesterday's interesting tour.

Executive Session on Personnel and Legal Issues. Member Vassar made a motion to meet in executive session at 11:45 AM to discuss personnel and legal issues as authorized in Idaho Code Section 74-206 (b) and (f). Member Kempton seconded the motion and it passed 6-0 by individual roll call vote.

Discussions were held on personnel and legal matters.

The Board came out of executive session at 1:05 PM.

Proposed Draft Legislation: Waiving Idaho's Sovereign Immunity with Regard to the National Environmental Policy Act (NEPA). Mollie McCarty, Government Affairs Manager, presented draft legislation for waiving Idaho's sovereign immunity with regard to NEPA. The proposal would allow Idaho to assume full NEPA responsibility and decision-making authority, which should improve project delivery processes. She said the fiscal impact is difficult to determine because ITD would be responsible to defend an environmental document from legal challenges and disputes. Staff estimates the costs to be less than \$150,000 annually. She added that the Division of Financial Management has not approved the concept yet.

Member Vassar made a motion, seconded by Member Horsch, and passed unanimously, to approve the following resolution:

RES. NO. WHEREAS, the Office of the Governor of Idaho has requested that the state  
ITB15-35 agencies submit proposed 2016 legislation to the Division of Financial Management for review and approval; and

WHEREAS, the Idaho Transportation Board at the July 2015 meeting reviewed the legislative idea for submission to the Division of Financial Management; and

WHEREAS, the Division of Financial Management has not approved the legislative idea.

*NOW THEREFORE BE IT RESOLVED*, that the Board approves the National Environmental Policy Act Sovereignty Immunity draft legislation proposal for submittal to the Division of Financial Management for its consideration.

Administrative Rule 39.03.13 Governing Overweight Permits. Vehicle Size and Weight Specialist (VS&WS) Reggie Phipps said staff determined that the current rule governing bridge analysis is outdated and inadequate. With the current staffing levels and the increased number of overweight vehicles/loads traveling within and through the state, more realistic guidelines for the completion of a bridge analysis when one is required and whether staff or a third party will be required to complete that analysis were needed. Negotiated rulemaking was held on July 16 for Rule 39.03.13. Neither of the two comments received were negative.

Member Vassar made a motion, seconded by Member Gagner, to approve the following resolution:

RES. NO. WHEREAS, the Idaho Transportation Board has authority to approve requested  
ITB15-36 changes to Idaho Transportation Department rules; and

WHEREAS, the Board finds the change to I.D.A.P.A 39.03.13 Governing Overweight Permits necessary for the Department and industry.

*NOW THEREFORE BE IT RESOLVED*, that the Board approves the following rule to be submitted for change:

Rule 39.03.13 – Rules Governing Overweight Permits:

Section 100.01 – Clarify that vehicles not required to be registered are not exempt from any weight limits;

Section 100.03 – Clarify that variable load suspension (VLS/lift axles) axles are required to be deployed when the adjacent axles exceed legal axle weights;

Section 200.01 – Weight Formula information removed from 200.05 and added to this section.

Section 200.02 – Clarify that vehicles and/or loads exceeding annual permitted weights must operate by single trip permit if approved.

Section 200.03 – Clarify that the 800 pounds restriction applies to tires;

Section 300.00 - Being deleted as it is no longer required;

Section Old 400.00 – New Section 300.00 which defines bridge analysis process and eliminates old and outdated processes; and

Section New 400.00 – New bridge analysis criteria and time frames are listed; and

*BE IT FURTHER RESOLVED*, that the Board approves the request to submit the changes as listed above for Rule 39.03.13 and directs staff to promulgate a temporary rule effective August 20, 2015 and concurrently proceed with the regular rule making process.

Member Horsch asked if the rule addresses using variable load suspension axles on slick highways, as he believes those axles can be a safety hazard on slick roads. VS&WS Phipps said the rule does not specifically address using variable load suspension axles on slick highways.

The motion passed 5-1 with Member Horsch dissenting.

Administrative Rule 39.03.21 Governing Overlegal Permit Fees. VS&WS Phipps requested revisions to Administrative Rule 39.03.21 Governing Overlegal Permit Fees to delete the fee account procedures because cash drawer will allow customers to have an escrow account so fee accounts will no longer be needed or allowed.

Member Gagner made a motion, seconded by Member Vassar, and passed unopposed, to approved the following resolution:

RES. NO. WHEREAS, the Idaho Transportation Board has authority to approve requested  
ITB15-37 changes to Idaho Transportation Department rules; and

WHEREAS, the Board finds the change to I.D.A.P.A 39.03.21 Governing Overlegal Permit Fees necessary for the Department and industry.

*NOW THEREFORE BE IT RESOLVED*, that the Board approves the following rule to be submitted for change:

Rule 39.03.21 – Rules Governing Overlegal Permit Fees

Section 200 and 300 – Delete fee account procedures because cash drawer will allow customers to have an escrow account so fee accounts will no longer be needed or allowed; and

*BE IT FURTHER RESOLVED*, that the Board approves the request to submit the change as listed above for Rule 39.03.21 Governing Overlegal Permit Fees and directs staff to proceed with the regular rule making process.

Vice Chairman Coleman thanked VS&WS Phipps for the presentations.

Policy Introduction. DESA Rindlisbacher presented a new policy, Board Policy 4079 Strategic Initiative Program and its corresponding Administrative Policy. The policies address the Department's Strategic Initiatives Program and the legislatively-authorized Strategic Initiative Program Fund and the project selection and evaluation criteria. Because the policies incorporate some of the language from Board Policy B-19-07, Highway Safety Funds, and its corresponding Administrative Policy, staff requests the deletion of B-19-07 and A-19-07.

Some discussion was held on Administrative Policy 5079, with concern that the policy did not adequately reflect the difference between the Board's established Strategic Initiatives Program and the legislative-approved Program, particularly the funding requirements. The consensus of the Board was to hold 4079 and 5079, with staff to make revisions to 5079. It also directed staff to continue the evaluation and prioritization process for projects to be funded in the Strategic Initiatives Program.

DESA Rindlisbacher requested holding B-19-07 and A-19-07, Highway Safety Funds, and staff will request deleting those policies upon approval of the Strategic Initiatives Program policies. Member DeLorenzo noted that deleting B-19-07 eliminates the requirement of an annual report on the State Railroad Grade Crossing Protection Program. DESA Rindlisbacher replied that an annual report on railroad crossing projects can be included in the end-of-year report required in Administrative Policy 5011 Idaho Transportation Investment Program.

Mark Bathrick, Public Transportation Manager (PTM), proposed changes to Board Policy 4038 Public Transportation Program to align the policy with current practices and systems, eliminate redundancies, clean up language and provide consistency. He submitted a new corresponding Administrative Policy 5038 outlining the Public Transportation Manager's tasks and responsibilities. He submitted revisions to Board Policy 4039 Public Transportation Advisory Council (PTAC), clarifying PTAC's role per Idaho Code and the process to select new members. A new corresponding Administrative Policy that outlines the interaction with PTAC was proposed. PTM Bathrick also requested deleting Administrative Policy 5514 Decision Process for Funding Division of Transportation Performance Public Transportation Projects because the language is either obsolete or has been incorporated into other policies.

Member Vassar made a motion, seconded by Member Horsch, and passed unopposed, to approve revisions to Board Policy 4038 Public Transportation Program and Board Policy 4039 Public Transportation Advisory Council; to accept Administrative Policy 5038 Public Transportation Program and Administrative Policy 5039 Coordination with Public Transportation Advisory Council; and to concur with deleting Administrative Policy 5514, Decision Process for Funding Division of Transportation Performance Public Transportation Projects.

Mobility Engineer Nestor Fernandez requested deleting Administrative Policy A-05-02, Commercial Driver's License Requirement, because the language is being incorporated into a manual.

Without objection, the Board concurred with deleting Administrative Policy A-05-02.

Business and Support Management Manager (BSMM) Michelle Doane presented new Board Policy 4067 Department Policies, providing guidance on policies. She also proposed revisions to Administrative Policy 5067 Department Policies, formerly A-01-22, Department Policies, Memorandums, and Manuals. The Administrative Policy was revised to only address policies.

Member Kempton made a motion to approve Board Policy 4067 Department Policies and to accept revisions to Administrative Policy 5067 Department Policies. Member Vassar seconded the motion and it passed unopposed.

BSMM Doane requested revisions to Administrative Policy 5528 Records and Forms Management, formerly A-06-25. The policy provides clarification on managing records and forms and cleans up language.

Member Kempton made a motion, seconded by Member Vassar, and passed unanimously, to accept changes to Administrative Policy 5528 Records and Forms Management.

Vice Chairman Coleman thanked staff for its work on updating these policies.

WHEREUPON, the Idaho Transportation Board's regular monthly meeting officially adjourned at 2:05 PM.

signed  
JERRY WHITEHEAD, Chairman  
Idaho Transportation Board

Read and Approved  
September 16, 2015  
Rigby, Idaho

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## REGULAR MEETING OF THE IDAHO TRANSPORTATION BOARD

September 16, 2015

The Idaho Transportation Board convened at 9:00 AM on Wednesday, September 16, in the District 6 Office in Rigby, Idaho. The following principals were present:

- Jerry Whitehead, Chairman
- Jim Coleman, Vice Chairman – District 1
- Janice B. Vassar, Member – District 2
- Julie DeLorenzo, Member – District 3
- Jim Kempton, Member – District 4
- Dwight Horsch, Member – District 5
- Lee Gagner, Member – District 6
- Brian W. Ness, Director
- Scott Stokes, Chief Deputy
- Larry Allen, Deputy Attorney General
- Sue S. Higgins, Executive Assistant and Secretary to the Board

Chairman Whitehead welcomed Representative Dell Raybould to the meeting.

Chairman Whitehead requested the addition of an update on the federal truck size and weight study to the agenda. The item was added under new business without objection.

Board Minutes. Member Gagner made a motion to approve the minutes of the regular Board meeting held on August 19-20, 2015 as submitted. Member Vassar seconded the motion and it passed unopposed.

Board Meeting Dates. The following meeting dates and locations were scheduled:

- October 21-22, 2015 – Boise
- November 18, 2015 – Boise
- December 17, 2015 – Boise

Consent Items. Vice Chairman Coleman commented on the escalating costs of the local Burma Road project. Chief Operations Officer (COO) Jim Carpenter said the project encountered unexpected environmental issues. Staff will provide a detailed report next month.



Vice Chairman Coleman made a motion, seconded by Member Vassar, and passed unopposed, to approve the following resolution:

RES. NO. WHEREAS, consent calendar items are to be routine, non-controversial, self-  
ITB15-38 explanatory items that can be approved in one motion; and

WHEREAS, Idaho Transportation Board members have the prerogative to remove items from the consent calendar for questions or discussion.

*NOW THEREFORE BE IT RESOLVED*, that the Board approves Burma Road; Gotham Bay Road to Junction SH-97 and contract awards.

1) Burma Road; Gotham Bay Road to Junction SH-97. The Local Highway Technical Assistance Council (LHTAC) and staff requested approval to exceed the consultant agreement amount of \$1,000,000. In 2013, the Engineer of Record was secured to provide design support during construction of the Burma Road; Gotham Bay Road to Junction SH-97 project, key #9462. Slope failures occurred during construction, necessitating additional design services and the request to exceed the consultant agreement amount of \$1,000,000 by \$64,000.

2) Contract Awards for Approval. The low bids on the following projects were more than ten percent over the engineer's estimate, requiring justification.

Key #13891 – Signalized Intersection Safety Improvements, Lewiston, District 2. The engineer's estimate for the materials procurement project was based on the City of Lewiston's recent purchase of similar equipment. Contractor's markup and delivery cost for the material is difficult to estimate. The largest variation between the engineer's estimate and lone bid was the cost of supplying Retroreflective Signal Back Plates. LHTAC reviewed the bid, believes it is reasonable, and recommends awarding the project. Low bidder: Thorco, Inc. - \$82,278.

Key #10521 – McGary Bridge, Latah and Nez Perce Counties, District 2. The main difference between the engineer's estimate and low bid was in the Concrete Class 40-A Schedule No. 1, Prestress Stringer – Deck Bulb Tee Girders, Approach Slab, and Special Bridge – Pre- Drilling for Piling items. The remote location appears to be one of the reasons for the higher bid. Additionally, the cost of concrete items suggests a lack of suppliers in the area. There are no discrepancies showing the bid irregular. LHTAC does not believe re-advertising the project would result in a significant savings and recommends awarding the project. Low bidder: C. L. Heilman Company, Inc. - \$2,324,946.

Key #18894 – US-93, Perrine Bridge Windspeed Dynamic Message Signs, District 4. The major difference between the engineer's estimate and low bid was in the Special Cantilever Foundation and Special Cantilever Structure items. The low bidder expressed some concern of encountering fragmented basalt rock requiring specialized engineering and construction of the foundation. The District does not believe re-advertising the project will result in a significant cost savings, so recommends awarding the project. Low bidder: Quality Electric, Inc. - \$313,357.

Informational Items. 1) Status: FY17 Appropriation Request. Several changes have been made to the Department's FY17 appropriation request, totaling almost \$2 million. The additional revenue is expected due to a higher projection in the FY17 BuyBack proceeds and Cigarette Tax revenues. An additional \$700,000 and \$1,300,000 are being requested for equipment and contract construction expenditures, respectively.

2) State FY16 Financial Statements. Through July, revenues to the State Highway Account from all sources were ahead of projections by 9.5%. Of that total, receipts from the Highway Distribution Account were ahead of forecast by 10% or \$1.5 million. State revenues to the State Aeronautics Fund were ahead of projections by 2.1%. Expenditures were within planned budgets. Personnel costs have a savings of \$1.2 million or 9% due to vacancies and timing between a position becoming vacant and being filled. At the end of July, the balance of the long-term investments was \$63 million. These funds are obligated against construction projects and encumbrances. Based on cash balances and anticipated cash flow

requirements, it is anticipated that additional resources will be invested in this account in September. Expenditures for GARVEE projects for the month exceeded \$3.3 million and are progressing as planned.

3) Monthly Reporting of Federal Formula Program Funding for August. Idaho received its last two-twelfths of funding with obligation authority totaling \$264.8 million through the end of the fiscal year. Notice of redistribution of obligation authority not used by other states was received in the amount of \$12.6 million for a total of \$277.4 million. This corresponds to \$273.2 million with match after reduction for indirect costs. Idaho has received federal formula apportionments of \$298.8 million including match. Obligation authority is 98.37% of apportionments. Of the \$273.2 million allotted for all programs, \$46.7 million remains.

4) Non-Construction Professional Service Contracts Issued by Business and Support Management (BSM). The BSM Section processed two professional service agreements from August 1 to August 28 in the amount of \$58,000.

5) Contract Awards. Key #13860 – SH-53, North Pleasantview Road Turnbays, Hauser, District 1. Low bidder: Knife River Corporation - Northwest - \$264,955.

Key #13866 – Bonner County Safety Edgeline Markings, District 1. Low bidder: Specialized Pavement Marking Inc. - \$111,460.

Keys #19161 and #13448 – North Polk Street Safety Improvement Phase 2, Moscow and North Polk Street Safety Improvements, Moscow, District 2. Low bidder: Motley-Motley Inc. - \$339,201.

Key #13449 – Cavendish Highway Safety Improvements, Clearwater County, District 2. Low bidder: Northwest Guardrail LLC - \$176,926.

Key #13893 – Dent Bridge Road, Clearwater County, District 2. Low bidder: Northwest Guardrail LLC - \$122,458.

Key #12953 – US-95, SH-3, and SH-6, FY16 District 2 Bridge Deck Life Extension, District 2. Low bidder: C. L. Heilman Company Inc. - \$624,535.

Key #12363 – FY15 Capital Maintenance, Ada County Highway District, District 3. Low bidder: C & A Paving Company, Inc. - \$3,129,589.

Key #10551 – Substation Road Bridge, Emmett, District 3. Low bidder: Knife River Corporation – Northwest - \$511,808.

Key #13934 – I-84, Garrity Interchange #38, Eastbound On Ramp, Nampa, District 3. Low bidder: Knife River Corporation – Northwest - \$578,000.

Key #13078 – US-93, Shoshone to Carey; Bridge Deck Rehabilitation, District 4. Low bidder: Braun-Jensen, Inc. - \$647,000.

Key #13562 - Arbon Valley Guardrail Improvements, Power County Highway District, District 5. Low bidder: Railco – LLC - \$220,183.

Key #12960 – FY16 District 5 Bridge Repair. Low bidder: Cannon Builders, Inc. - \$936,528.

Key #14056 – Snake River Road Guardrail, Madison County, District 6. Low bidder: Northwest Guardrail LLC - \$60,700.

Key #14044 – I-15, Sage Junction to Dubois, District 6. Low bidder: TMC Contractors, Inc. - \$2,168,734.

Key #14037 – I-15, Idaho Falls to Sage Junction Port of Entry, Bonneville County, District 6. Low bidder: H-K Contractors, Inc. - \$1,523,778.

The list of projects currently being advertised was also presented.

6) Professional Services Agreements and Term Agreement Work Tasks Report. From August 1 through August 28, 31 new professional services agreements and work tasks were processed, totaling \$2,619,468. Two supplemental agreements to existing professional services agreements were processed during this period in the amount of \$8,400.

7) Speed Minute Entry Changes for August 2015. The following speed minute entries were processed during August in District 6:

<u>Route</u>	<u>Beginning</u>	<u>Ending</u>	<u>Speed Limit</u>	
	<u>Milepost</u>	<u>Milepost</u>	<u>Old</u>	<u>New</u>
SH-29	0.270	0.344	55	35
SH-33	139.750	140.050	55	45
SH-33	140.690	140.735	35	45
SH-33	140.735	140.850	35	30
SH-33	140.850	141.165	25	30

Director’s Report. Director Ness thanked District 6 for its hospitality during his employee visits yesterday. He will continue those visits tomorrow. He mentioned a recent partnership with KBOI Television to address distracted driving, the second annual aviation safety stand down last week was well attended, the 511 road information system has been re-designed and includes a smart phone app, and innovate training was recently provided to staff.

The Director’s entire report can be viewed at <http://itd.idaho.gov/Board>.

COO Carpenter said the District 6 US-20, Thornton Interchange project has been submitted to the Federal Highway Administration (FHWA) for funding authorization. FHWA granted the Environmental Protection Agency’s request for an extension on the public review and comment period for the US-95, Thorn Creek to Moscow Final Environmental Impact Statement. He believes the Record of Decision will be signed before the end of October. The US-95, Council Alternate Route project is ahead of schedule. All of the environmental work has been completed. He commended staff for its efforts on these three complex projects.

COO Carpenter reported that 24 of the 27 projects the Board advanced with the revenue increase have been bid, with 19 contracts awarded. He commended District 3 Engineer (DE) Amy Revis for negotiating an agreement with the contractor to keep three lanes of I-84 open in each direction. Plans were to only have two lanes open while work on the Meridian Interchange and I-84 widening is completed. The additional lane closures would have been a greater inconvenience to motorists and resulted in more congestion. He also congratulated DE 5 Ed Bala and staff for the innovative approach on the recently-completed pavement warranty project in Blackfoot. Staff will monitor the pavement during the three-year warranty period.

Member Kempton asked about tracking the additional revenue. COO Carpenter said the 27 projects the Board advanced are being tracked. Division of Engineering Services Administrator (DESA) Blake Rindlisbacher concurred and said a special code has been developed for those projects.

Director Ness expressed appreciation for Member Gagner’s attendance at yesterday’s training session with District 6 staff. Member Gagner said he enjoyed the training session on culture, with an emphasis on accountability, empowerment, and innovating. He also appreciated the discussions on safety, developing employees, the 2020 workforce, and the Department’s credibility.

Chairman Whitehead welcomed Representative Jeff Thompson to the meeting.

GARVEE Program Update. GARVEE Program Manager (GPM) Amy Schroeder provided an update on the GARVEE Program. The 2006 through 2012 bond series are completely drawn down and closed. The 2014 Series A bonds are being drawn down for the three I-84 interchange projects at Meridian Road, Broadway Avenue, and Gowen Road. Those three projects and the US-95 projects are in the final stages of construction and should be completed this fall. The US-30 and SH-16 projects are complete. Overall, the GARVEE corridors are experiencing a reduction in crashes and congestion. The program-wide services are ongoing and under contract through June 2016 for final close out activities and completion of the Program Management Services Agreement. She presented the FY16 Working Plan Summary and legislatively-required annual report.

Member Vassar made a motion, seconded by Member DeLorenzo, and passed unopposed, to approve the following resolution:

RES. NO. WHEREAS, the Idaho Transportation Board is charged with determining the  
ITB15-39 timeframe and scope of improvements for the State Transportation System; and

WHEREAS, Idaho Code § 40-315 directs the Board to consider the cost of the projects and whether or not the project could be funded without GARVEE bonding; and

WHEREAS, Idaho Code § 40-315 directs the Board to balance and coordinate the use of bonding with the use of highways construction funding; and

WHEREAS, Idaho Code § 40-315 authorizes federal-aid debt financing through the issuance of Grant Anticipation Revenue Vehicle (GARVEE) bonds by the Idaho Housing and Finance Association for highway transportation projects; and

WHEREAS, legislative appropriations enacted in 2006, 2007, 2008, 2009, 2010, and 2011 authorized the issuance of GARVEE bonds; and

WHEREAS, the Board is granted the statutory responsibility and duty to allocate GARVEE bond proceeds among legislatively authorized projects, including the following:

US-95, Garwood to Sagle  
US-95, Worley to Setters  
SH-16 Extension, I-84 to South Emmett  
I-84, Caldwell to Meridian  
I-84, Orchard to Isaacs Canyon  
US-30, McCammon to Soda Springs; and

WHEREAS, \$81 million Federal-aid formula funds have been included in and administered by the GARVEE Transportation Program.

*NOW THEREFORE BE IT RESOLVED*, that the Board approves the GARVEE Program Fiscal Year 2016 Working Plan Summary, as shown as Exhibit 461, which is made a part hereof with like effect, a copy of which has been provided to the Board.

Member Gagner made a motion, seconded by Vice Chairman Coleman, and passed unopposed to approve the following resolution:

RES. NO. WHEREAS, the Idaho Transportation Board is charged with determining the  
ITB15-40 timeframe and scope of improvements for the State Transportation System; and

WHEREAS, Idaho Code § 40-315 includes a legislative reporting requirement wherein the GARVEE Transportation Program submits an annual update on the status of highway transportation projects being constructed with bond financing.

*NOW THEREFORE BE IT RESOLVED*, that the Board approves the 2015 GARVEE Transportation Program Annual Report and in turn directs staff to publish and submit the report to the legislature.

Chairman Whitehead thanked GPM Schroeder for the presentation and for her work on the GARVEE Program.

Public Transportation Funding Extension. Public Transportation Manager (PTM) Mark Bathrick said the public transportation programs have been operating on three separate fiscal years: the grant fiscal year, the state fiscal year, and the federal fiscal year. He requested approval to transition the operating sub recipient funding agreements to the federal fiscal year to streamline grant agreements and other office responsibilities. This would require extending current funding agreements from April 1, 2015 to March 31, 2016 by six months, with an ending date of September 30, 2016. Subsequent funding agreements would start October 1, 2016. The current agreements are funded with FY15 federal fiscal year appropriations. The six month extension would be funded out of the first half of the 2016 appropriation.

Vice Chairman Coleman made a motion, seconded by Member DeLorenzo, and passed unopposed, to approve the following resolution:

RES. NO. WHEREAS, the Public Transportation Office is charged with soliciting,  
ITB15-41 reviewing, and programming public transportation projects in the rural areas of Idaho; and

WHEREAS, the Idaho Transportation Board serves as the final approver of Federal Transit Administration (FTA) funded projects in Idaho before being submitted to FTA; and

WHEREAS, the Public Transportation Office had previously operated under the federal fiscal year, state fiscal year, and an arbitrarily determined “grant year”; and

WHEREAS, the Public Transportation Office is seeking to streamline redundancies, eliminate waste, and provide for accurate accounting/reporting; and

WHEREAS, the Public Transportation Office has sought input from public transportation providers who are in support of this change, and has also received unanimous consensus from the Public Transportation Advisory Council.

*NOW THEREFORE BE IT RESOLVED*, that the Board has determined to approve extending current FTA 5311 operating grant agreements for a six month period at a prorated rate to align with the federal fiscal year.

Public Transportation 2016-2018 Application Funding Recommendations. PTM Bathrick presented the proposed 2016-2018 projects for the 5310 Enhanced Mobility of Seniors and Individuals with Disabilities, 5311 Rural Areas, 5311(f) Intercity Feeder Services, and 5339 Bus and Bus Facilities Programs, and the Vehicle Investment Program. The funds are available on a competitive basis. Projects are also being recommended to utilize one-time funding. The Public Transportation Advisory Council reviewed and concurred with the funding recommendations.

Member Gagner made a motion, seconded by Member Kempton, and passed unanimously, to approve the following resolution:

RES. NO. WHEREAS, the Public Transportation Office is charged with soliciting,  
ITB15-42 reviewing, and programming public transportation projects in the rural areas of Idaho; and

WHEREAS, the Idaho Transportation Board serves as the final approver of Federal Transit Administration (FTA) funded projects in Idaho before being submitted to FTA; and

WHEREAS, the Public Transportation Office has solicited, reviewed, provided for public comment, presented and received unanimous concurrence from the Public Transportation Advisory Council on the proposed projects.

*NOW THEREFORE BE IT RESOLVED*, that the Board acknowledges the projects proposed, as shown as Exhibit 462, which is made a part hereof with like effect, and approves them for submittal to the FTA for final approval and for inclusion in the FY16-20 Idaho Transportation Investment Program.

Child Passenger Safety Week. Highway Safety Manager (HSM) John Tomlinson said National Child Passenger Safety Week is this week, September 13 through 19. Motor vehicle crashes are the number one cause of death for children ages 1 through 12 years old. In 2014, there were eight fatalities involving children under the age of 7 in Idaho. Five of those children were unrestrained. Extensive outreach in both English and Spanish is being conducted to raise awareness about the importance of properly restraining children in motor vehicles. He expressed appreciation for ITD's partners that help promote child passenger restraints and other highway safety issues.

Chairman Whitehead thanked HSM Tomlinson for the informative presentation and for his efforts on this important issue.

District 6 Report. DE 6 Kimbol Allen reported on some of the District's accomplishments and performance measures. Ninety-seven percent of the District's pavement is in good or fair condition. He added, however, that the projection is for the condition to drop to 84% by 2020. The goal is 82%. The District delivered all of its FY16 projects on time. It has delivered about 70% of its FY17 projects, which are due September 30. DE Allen added that staff is assisting some other Districts with project development. The winter mobility goal of 55% was exceeded, as the District's roads were not significantly impeded 70% of the time. Efforts to address the 2020 work force are continuing. Today the District has 136 employees, which is a reduction from the previously-authorized 158. The 2020 complement is 138. Some of the major changes include merging the design and construction functions and personnel and having all of the transportation technician operators report to an area foreman. These changes emphasize higher skills and eliminate working in silos.

DE Allen reported on the safety improvements on US-20 between Idaho Falls and Sugar City. In 2000, the 25-mile four-lane divided highway had 18 at-grade intersections with an average daily traffic count of 10,000. There was an average of 80 serious injury crashes and 2 fatal accidents annually. Since then, five interchanges were constructed and 13 of the at-grade crossings were closed. Even though the average daily traffic count has more than doubled to 21,500 and the speed limit was raised from 55 miles per hour to 65, the average number of serious injury crashes has decreased to 38 annually and there have been zero fatal accidents on this stretch of highway during the past four years. He added that the last five at-grade intersections will close in conjunction with the construction of the Thornton Interchange.

The Board commended the Department's emphasis on teamwork, particularly the Districts' willingness to share resources. Chairman Whitehead thanked DE Allen for the informative report and for his leadership.

Chairman Whitehead welcomed Representative Ron Nate to the meeting.

Toward Zero Deaths Presentation. CD Stokes expressed appreciation to the Department's highway safety partners and thanked them for their efforts to enhance and improve highway safety. He commended Clark, Madison, and Teton Counties for reporting zero highway fatalities in 2014. This is the third year in a row that Madison County reported zero fatalities and the second year in a row for Teton County.

Adopt-A-Highway (AAH) Presentation. Member Gagner thanked Don and Tordie Combs for participating in the AAH Program. They have been picking up litter along SH-31 since 1992.

Implementation of Variable Speed Limits on I-15. District 6 Traffic Engineer Benjamin Burke said variable speed limits are being implemented on I-15 from milepost 128.660 to 130.100. When conditions warrant a speed reduction, transition zones will be used. This stretch of interstate north of Idaho Falls frequently experiences reduced visibility caused by blowing dust, resulting in the closure of the interstate. An engineering and traffic investigation was conducted, including reviewing the stopping sight distance. Outreach with local jurisdictions was conducted to inform them of the plan to implement a variable speed zone.

Chairman Whitehead thanked Traffic Engineer Burke for the informative presentation. He believes this solution will help commerce.

FY15 Annual Report. Chief Administrative Officer (CAO) Char McArthur said Idaho Code requires an annual report to the Governor on the condition, management, and financial condition of the Department. The draft report is concise and includes ITD's strategic goals, return on investment, innovations, performance measures, financial information, the GARVEE program, and future focus areas.

Chairman Whitehead thanked CAO McArthur for the presentation.

Policy Introduction. Equal Employment Opportunity Manager (EEOM) Ken Angel presented Board and Administrative Policies 4019 and 5019 Equal Employment Opportunity and Fair Employment Practices. The policies, which combine former policies B-18-07 and A-18-07, Code of Fair Employment Practices and B-18-09 and A-18-09, Equal Employment Opportunity/Affirmative Action, had been presented earlier, but were held by the Board.

Member Gagner made a motion to approve 4019 Equal Employment Opportunity and Fair Employment Practices and to accept the corresponding administrative policy, 5019. Member DeLorenzo seconded the motion and it passed unopposed.

EEOM Angel said minor changes were proposed to Board Policy 4055 Harassment in the Workplace, formerly B-18-10, earlier and the policy was held by the Board. More substantive changes were proposed to the corresponding administrative policy.

Member Kempton made a motion to approve 4055 Harassment in the Workplace. Member Vassar seconded the motion and it passed unanimously.

Without objection, the Board concurred with the proposed corresponding administrative policy, 5055 Harassment in the Workplace.

DESA Rindlisbacher said staff proposed minor revisions to Board Policy 4079 Strategic Initiatives Program since it was presented to the Board last month. More substantive changes were made to the corresponding administrative policy, including language to address the difference between the Board's established Strategic Initiatives Program and the legislative-approved Program, particularly the funding requirements and tracking the different funds.

Member Vassar made a motion to approve 4079 Strategic Initiatives Program. Member Kempton seconded the motion.

Vice Chairman Coleman said he assumes the language regarding tracking the funding was based on the legislation authorizing the additional funding. He would like more flexibility with the state revenue because of the additional requirements involved with federal funds. He believes it would be more cost effective to use federal funds for maintenance projects and use the state funds for new projects, and suggested requesting this flexibility from the legislature.

DAG Allen noted that the surplus eliminator funding sunsets in two years. Member Gagner commented on the contentious nature of the revenue enhancement legislation. He discouraged revisiting the legislative intent to utilize the new funding for road and bridge maintenance and replacement projects.

The motion to approve 4079 passed unopposed.

Without objection, the Board concurred with 5079 Strategic Initiatives Program.

Executive Session on Personnel and Legal Issues. Vice Chairman Coleman made a motion to meet in executive session at 11:40 AM to discuss personnel and legal issues as authorized in Idaho Code Section 74-206 (b) and (f). Member Horsch seconded the motion and it passed 6-0 by individual roll call vote.

Discussions were held on personnel and legal matters.

The Board came out of executive session at 1:20 PM.

Recommended FY16-20 Idaho Transportation Investment Program (ITIP). John Krause, Transportation Investments Manager (TIM), presented the recommended FY16-20 ITIP. He reviewed changes to the Program since the draft was presented in June. The average available funding is \$391 million annually, while \$355.4 million is programmed for projects each year. Upon approval of the ITIP, staff will ensure that the metropolitan planning organizations' Transportation Improvement Programs are mirrored in the document and then submit it to FHWA, FTA, and the Environmental Protection Agency for approval.

TIM Krause also summarized the public involvement process. Thirty-eight comments were received on a variety of projects during the public comment period from July 1 through August 1.

Member Gagner made a motion, seconded by Member Vassar, to approve the following resolution:

RES. NO. WHEREAS, it is in the public's interest for the Idaho Transportation Department  
ITB15-43 to publish and accomplish a current, realistic, and fiscally constrained Idaho Transportation Investment Program (ITIP); and

WHEREAS, it is the intent of the Idaho Transportation Board to effectively utilize all available federal, state, local, and private capital investment funding; and

WHEREAS, the 2013 Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP-21) transportation act requires that a fiscally constrained list of projects covering a 4-year minimum be provided in a statewide transportation improvement program; and

WHEREAS, the Divisions of Highways and Aeronautics have recommended new projects and updated the costs and schedules for projects in the Recommended FY16-20 ITIP; and

WHEREAS, the recommended FY16-20 ITIP was developed in accordance with all applicable federal, state, and policy requirements, including adequate opportunity for public involvement and comment; and

WHEREAS, the recommended FY16-20 ITIP incorporated public involvement and comment whenever appropriate while maintaining a fiscally constrained Program; and

WHEREAS, it is understood that continued development and construction of improvements are entirely dependent upon the availability of future federal and state capital investment funding in comparison to the scope and costs of needed improvements.

*NOW THEREFORE BE IT RESOLVED*, that the Board approves the Recommended FY16-20 Idaho Transportation Investment Program, which is on file in the Office of Transportation Investments; and



*BE IT FURTHER RESOLVED*, that staff is authorized to submit the federal version of ITIP (the Statewide Transportation Improvement Program) for federal approval in accordance with the provisions of MAP-21.

Member DeLorenzo asked about the Community Choices projects. TIM Krause said those projects are part of the Transportation Alternative Program. She commented that the Board Policy on Community Choices requires an annual report. She does not recollect receiving the report. COO Carpenter said staff did not issue a call for new projects this year. Last year projects were solicited for FY15-17, so no report was submitted this year.

The motion passed unopposed.

Chairman Whitehead thanked TIM Krause for the presentation.

New Business. Alan Frew, Motor Vehicle Administrator, summarized a recently-released federal study on truck size and weight limits. The study was required in MAP-21 to address safety risks, infrastructure impacts and the effect on levels of enforcement between trucks operating at or within federal truck size and weight limits and trucks legally operating in excess of federal limits; compare and contrast the potential safety and infrastructure impacts of alternative configurations to the current federal truck size and weight law and regulations; and estimate the effect of freight diversion due to these alternative configurations. Comments on the study are due by October 13, 2015. Staff has some concerns with the vehicle configurations used, the methodology, and the conclusions of the study.

The Board encouraged staff to work with other entities, such as the Western Association of State Highway and Transportation Officials and the Western States Transportation Alliance, and to encourage them to submit comments on the study.

Member Kempton made a motion to direct staff to submit comments on the MAP-21 Comprehensive Truck Size and Weight Limits Study by the October 13, 2015 due date. Member Horsch seconded the motion and it passed unanimously.

WHEREUPON, the Idaho Transportation Board's regular monthly meeting officially adjourned at 2:10 PM.

signed

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JERRY WHITEHEAD, Chairman  
Idaho Transportation Board

Read and Approved  
October 22, 2015  
Boise, Idaho

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## TOUR, WORKSHOP, AND REGULAR MEETING OF THE IDAHO TRANSPORTATION BOARD

October 21-22, 2015

The Idaho Transportation Board met at 10:30 AM on Wednesday, October 21, at the Idaho Transportation Department in Boise, Idaho. The following principals were present:

Jerry Whitehead, Chairman  
Jim Coleman, Vice Chairman – District 1  
Julie DeLorenzo, Member – District 3  
Jim Kempton, Member – District 4  
Lee Gagner, Member – District 6  
Sue S. Higgins, Executive Assistant and Secretary to the Board

The Board traveled I-84 west to Exit 28 and returned to Headquarters via I-84 east. District 3 staff summarized the pavement rehabilitation projects planned in FY18 and FY19 at a total cost of \$19 million. There are no plans to widen the Interstate at this time, as the expansion is estimated to cost \$325 million and a National Environmental Protection Act study would be required on the portion from milepost 28.5 to 33.5.

Technology System Workshop. District 5 Board Member Dwight Horsch, Director Brian W. Ness, Chief Deputy Scott Stokes, and Deputy Attorney General Larry Allen joined the Board at this time. Staff explained and demonstrated various transportation technology software. The tools provide extensive data that helps staff make decisions regarding pavement, bridge, and Strategic Initiative Program projects, with the return on investment a key consideration. The systems summarized were Pavement Management within the Transportation Asset Management System, Transportation Economic Development Impact, Travel Demand Model, Bridge Management, Geographic Information, Crash Analysis Reporting, Office of Transportation Investment, and Project Scheduling.

Chief Operations Officer (COO) Jim Carpenter said efforts are continuing on the highway safety corridor analysis and other initiatives such as project development planning and operations focus areas. A concerted effort is being made to coordinate with the Enterprise Technology Services Division as more technology is being utilized for planning and operations.

Chairman Whitehead thanked staff for the informative presentations.

WHEREUPON, the workshop recessed at 5:00 PM.

October 22, 2015

The Board convened at 8:00 AM on Thursday, October 22, 2015 at the Idaho Transportation Department in Boise, Idaho. All members were present except District 2 Member Janice B. Vassar.

Board Minutes. Vice Chairman Coleman made a motion to approve the minutes of the regular Board meeting held on September 16, 2015 as submitted. Member DeLorenzo seconded the motion and it passed unopposed.

Board Meeting Dates. The following meeting dates and locations were scheduled:

November 18, 2015 – Boise  
December 17, 2015 – Boise

Consent Items. Member DeLorenzo made a motion, seconded by Vice Chairman Coleman, and passed unopposed, to approve the following resolution:

RES. NO. WHEREAS, consent calendar items are to be routine, non-controversial, self-explanatory items  
ITB15-44 that can be approved in one motion; and

WHEREAS, Idaho Transportation Board members have the prerogative to remove items from the consent calendar for questions or discussion.

*NOW THEREFORE BE IT RESOLVED*, that the Board approves the Federal Land Access Program project recommendations, contract awards for approval, and contract awards for rejection.

1) Federal Lands Access Program (FLAP) Project Recommendations. This program was established to improve transportation facilities that provide access to, are adjacent to, or are located within federal lands. It supplements state and local resources for public roads, transit systems, and other transportation facilities with an emphasis on high-use recreation sites and economic generators. A technical group of stakeholders, such as the U.S. Forest Service, U.S. Fish and Wildlife Service, and National Park Service, review, evaluate and rank project proposals based on safety, preservation, recreation and economic opportunities, mobility, sustainability and environmental quality, and readiness and support. The recommended projects are shown as Exhibit 463, which is made a part hereof with like effect.

2) Contract Awards for Approval. The low bids on the following projects were more than ten percent over the engineer's estimate, requiring justification.

Key #19181 – US-20, Broadway Bridge, Christ Chapel Mitigation, District 3. The main difference between the engineer's estimate and low bid was mainly in the Temporary Fence, Site Maintenance and Restoration items. The difference appears to be due to the specialty work required for construction mitigation and the lack of history and knowledge with architectural work that is required to protect the cultural structures. It is critical that this project be awarded and built this year. This project is necessary prior to the construction of the Broadway Bridge project. The District recommends awarding the project. Low bidder: RSCI - \$261,700.

Key #9852 – North Grape Street Bridge, Shoshone, District 4. The main difference between the engineer's estimate and low bid were in the Removal of Bridge, Mobilization, and Loose Riprap items. Bids appear to be high due to the abundance of work in the area. Because the bids were competitive, the Local Highway Technical Assistance Council (LHTAC) does not believe rebidding the project would be advantageous. It did not discover any apparent errors or oversights, so recommends awarding the project. Low bidder: Knife River Corporation – Northwest - \$1,175,590.

3) Contract Awards for Rejection. The low bids on the following projects were more than ten percent over the engineer's estimate, requiring justification.

Key #13868 – Intersection Mullan Avenue and Idaho Street, Post Falls, District 1. The original proposal included utilizing the existing cabinet and additional upgrades to the video detection, which will not function with the remaining equipment to be left in place. A review of the bids indicates that this flaw resulted in unusually high bids for items related to the equipment. LHTAC and the sponsor, the City of Post Falls, recommend rejecting the bid in order to modify the proposal to obtain a more favorable bid. Low bidder: Thorco, Inc. - \$86,397.

Key #14342 – Orchard Street Sidewalk Extension, Kuna, District 3. The main difference between the engineer's estimate and low bid is due to Infiltration Bed and Mobilization. The project sponsor, Ada County Highway District, recommends rejecting the bid. It will explore different options to modify the plans to reduce the construction cost to be within the engineer's estimate. Low bidder: Knife River Corporation – Northwest - \$144,908.

Informational Items. 1) State FY16 Financial Statements. Through August, revenues to the State Highway Account from all sources were ahead of projections by 5.9%. Of that total, receipts from the Highway Distribution Account were ahead of forecast by 6.7% or \$2 million. State revenues to the State Aeronautics Fund were ahead of projections by 3.5%. Expenditures were within planned budgets. Personnel costs have a savings of \$2.1 million or 9.7% due to vacancies and timing between a position becoming vacant and being filled. At the end of August, the balance of the long-term investments was \$63.2 million. These funds are obligated against construction projects and encumbrances. Based on cash balances and anticipated cash flow requirements, ITD has requested that the State Treasurer transfer \$45 million from the cash account into the long term investment account on September 30. Expenditures for GARVEE projects for the month exceeded \$6.2 million and are progressing as planned.

2) Monthly Reporting of Federal Formula Program Funding for September. Idaho closed out the 2015 federal fiscal year on September 18. Obligation authority for the year totaled \$277.4 million. This corresponds to \$273.2 million with match after reduction for indirect costs. Idaho received federal formula apportionments of \$305.2 million including match. Obligation authority was 98.37% of apportionments. All of the \$273.2 million allotted was used.

3) Non-Construction Professional Service Contracts Issued by Business and Support Management (BSM). The BSM Section processed one professional service agreement from September 1 to September 30 in the amount of \$110,880.

4) Contract Awards. Key #13412 – I-90, District 1 FY16 Guardrail Replacement. Low bidder: Frank Gurney Inc. - \$391,947.

Key #13514 – Garden City to Americana Greenbelt, Boise, District 3. Low bidder: Concrete Placing Company, Inc. - \$2,330,236.

Key #19180 – US-20/26, Broadway Bridge Girders, Boise, District 3. Low bidder: Wadsworth Brothers Construction Company, Inc. - \$3,055,800.

Key #13396 – I-84, FY17 District 3 Bridge Repair. Low bidder: American Civil Constructors West Coast, Inc. - \$1,770,312.

Key #13958 – 16<sup>th</sup> Avenue Signal Timing, Nampa, District 3. Low bidder: Power Plus, Inc. - \$135,102.

Key #19176 – I-84, Glens Ferry Bridges, District 4. Low bidder: Protech Coatings Inc. - \$737,144.

Key #13539 – 4100 North Safety Improvement, Buhl Highway District, District 4. Low bidder: Specialized Pavement Marking Inc. - \$58,705.

Key #13101 – SH-39, Trego Road, Left Turn Lane Eastbound, Bingham County, District 5. Low bidder: Gale Lim Construction LLC – \$282,787.

The list of projects currently being advertised was also presented.

5) Professional Services Agreements and Term Agreement Work Tasks Report. From August 31 through September 30, 30 new professional services agreements and work tasks were processed, totaling \$1,736,440. Eight supplemental agreements to existing professional services agreements were processed during this period in the amount of \$197,340.

6) District Infrastructure End of Year Statement. All FY15 District infrastructure projects were delivered except one that was delayed to FY17. Of the 82 projects delivered totaling \$181.2 million, 21 projects were advanced from later programmed years. There were 22 Strategic Initiative projects, 37 pavement preservation and restoration projects, and 23 bridge preservation and restoration projects.

7) Innovative Project Contracting Update. The \$1.9 million FY16 SH-55, Gold Fork River Bridge project in District 3 will reconstruct the bridge close to the existing alignment. Because of high traffic volumes, a detour route is not ideal due to the long distance and the duration of the project. Staff intends to award the design-build (D-B) project by March 2016.

The construction manager/general contractor (CMGC) SH-45, Snake River Bridge, Walter's Ferry project in District 3 will provide bridge scour mitigation in the river channel, patch piers and joint replacements with the possibility of addressing deck rehabilitation. All design related services have been secured and are under contract on the \$5.2 million FY17 project. After the design is complete, the bidding stage of the CMGC process to determine construction costs will begin. If costs are acceptable, a construction contract will be awarded.

District 1's SH-3, St. Joe River and St. Maries Railroad Bridges project, scheduled in FY17 for \$8.5 million, will reconstruct the structures over the St. Joe River and the railroad at St. Maries. The procurement for the D-B project will begin in early spring 2016.

The FY17 US-95, Milepost 122-139 Bridge Replacements and Weiser River and Mud Creek Bridge project will replace eight structures on US-95 on near-same alignment with the possibility of addressing tight curve radii. The current budget for this District 3 D-B project is \$3.3 million and the procurement will begin in early spring 2016.

8) Burma Road; Gotham Bay Road to Junction SH-97. The Burma Road; Gotham Bay Road to Junction SH-97 project, key #9462, under Eastside Highway District's jurisdiction, was to pave the last 2.8 miles of roadway, which was gravel. The project included an extensive amount of excavation, retaining walls, and roadway realignment in the Turner Creek drainage, which is a tributary to Lake Coeur d'Alene. Construction on the \$4.9 million project started in spring 2013 and was to take two years. In between the two construction seasons, several extreme storm events occurred, resulting in failure of erosion and sediment control measures placed, slope stability failures, and violation of the construction general permit. Over the course of the project, crews were dispatched many times to address environmental concerns by installing additional erosion and sediment control measures. The additional erosion and sediment control measures installed to date exceeded \$1.9 million in an attempt to keep the site in compliance with environmental regulations and permits. The slope failures have been stabilized on a temporary basis but a permanent fix is still pending. Design efforts are underway to proceed with these repairs. The improved roadway is substantially complete and open to the travelling public. The slope failure repairs are the last remaining item of work to complete the project.

9) Speed Minute Entry Changes for September 2015. The following speed minute entries were processed during September in District 4:

Route	Beginning	Ending	Speed Limit	
	Milepost	Milepost	Old	New
SH-75	125.643	125.700	55	45
SH-75	126.080	126.817	45	35

10) Sponsorship of Department Programs. Board Policy 4041 Sponsorship of Department Programs encourages sponsorships to enhance or increase programs and requires an annual report on sponsorship activities. Staff contacted member states of the Transportation Management Center Pooled Fund regarding their sponsorship for possible advertising for the Incident Response trucks in District 3. Two responses were received. Based on the limited advertising opportunities, staff will evaluate the potential revenue.

Director's Report. Director Ness said the Department's avalanche detection system was recognized nationally. The system has a high success rate at predicting avalanches and although it is unique, it is highly adaptable to other states. He also mentioned several commendations the Department received for staff's customer service and partnerships.

The Director's entire report can be viewed at <http://itd.idaho.gov/Board>.

Chief Deputy Stokes said the Aeronautics Advisory Board met earlier this week and one of the topics of discussion was drones. The second annual aviation safety stand down was held last month. He expressed appreciation for the Division of Aeronautics' focus on safety. The Idaho Traffic Safety Commission met last week. Staff is in the process of updating the Strategic Highway Safety Plan.

Chief Administrative Officer (CAO) Char McArthur said the state's broadband is being reviewed, including ITD's. A committee is reviewing the state's procurement processes and policies, including the Department's federally-funded contracts. Staff closed out the federal fiscal year last month. All of the Department's available funds were obligated. In closing, CAO McArthur said some adjustments have been made to the FY17 budget proposal related to position control numbers being deleted and the cash balance.

COO Carpenter reported that 26 of the 27 projects the Board advanced with the revenue increase have been awarded at a total cost of \$41 million. The low bid on the other project was more than ten percent over the engineer's estimate and staff intends to modify the project and re-advertise it. The advertising package for the US-20, Thornton Interchange project is being prepared. The project should be advertised the first week in November and the bids should be opened in early December. The utility agreements for the US-95, Council Alternate Route project are being finalized and then the project should be ready for advertising. The public comment period on the Final Environmental Impact Statement for the US-95, Thorn Creek to Moscow project closed. He believes the Record of Decision will be signed in November.

COO Carpenter commended staff for its work to get \$74 million worth of projects ready. The projects are on the shelf and will be ready to advance when funding becomes available. He also commended Public Transportation Manager Mark Bathrick for his efforts to solicit applications for 5311 intercity bus projects. Maintenance crews have been developing their new winter performance metrics and identifying steps to meet those goals. The Freight Advisory Committee met last week and is making progress on freight issues. Bids were opened on the US-20/26, Broadway Bridge project in Boise. It appears the low bid was a good, responsive bid and staff intends to award the contract. The A+B bid considered the time schedule to complete the project in addition to the cost.

Chairman Whitehead welcomed Representative Melissa Wintrow and Governor Otter's Director of Communications Mark Warbis to the meeting.

FY15 Annual Report. Communication Manager (CM) Vince Trimboli said Idaho Code requires an annual report to the Governor on the financial condition and management of the Department. Some of the changes made to the report since it was presented to the Board last month include the addition of one project photo from each District to show examples of projects funded by the new fuel tax and registration revenue and the addition of the number of FY17 projects to be funded by the additional revenue.

Member DeLorenzo made a motion, seconded by Member Gagner, and passed unopposed, to approve the following resolution:

RES. NO. WHEREAS, Idaho Code Section 40-316 requires that the Idaho Transportation  
ITB15-45 Board submit in writing to the Governor's Office a proposed Fiscal Year 2015 Annual Report on  
the management and financial condition of the Idaho Transportation Department by December 1<sup>st</sup> or at  
such time as the Governor requires; and

WHEREAS, Idaho Transportation Board Policy 4004 establishes that the Board will review the process  
and dates for the annual report submitted to the Governor by December 1<sup>st</sup> or at such time as the  
Governor requires; and

WHEREAS, the Board, at the September 2015 and October 2015 meetings reviewed the Department's  
FY15 Annual Report submission to the Governor's Office.

*NOW THEREFORE BE IT RESOLVED*, that the Board approves the Department's 2015 Annual Report.

Transportation Alternatives Program (TAP) Update. Contracting Services Engineer (CSE) Monica Crider said the Federal Highway Administration provides TAP funds for alternative transportation projects. Types of eligible projects include bicycle/pedestrian pathways, traffic calming measures, sidewalks, improving sidewalks to meet the Americans with Disabilities Act requirements, and Safe Routes to School Coordinators. Some recent program accomplishments include the publication of a new TAP manual and the distribution of \$13.1 million for 52 projects for FY14-18. Some of the next activities are to update the TAP policies, update the website, and conduct outreach and training to project sponsors.

Chairman Whitehead thanked CSE Crider for the presentation.

Program Description Presentation on Idaho's Scenic Byways. Grants/Contracts Officer (G/CO) Shauna Miller summarized the Scenic Byways Program. Idaho's program started with the Bureau of Land Management in 1977 identifying backcountry routes that deserved special recognition for the "off the beaten track" experience. The program was combined with the National Scenic Byway Program when it was established in 1991. The Moving Ahead for Progress in the 21<sup>st</sup> Century federal transportation act eliminated designated funding for Scenic Byway projects. Idaho currently has 31 designated byways, including six national designations.

Routes are eligible for designation if they are unique, have documented support and commitment from the local communities, and meet the protective standards. The route must also have one of the key values: scenic, cultural, historic, archeological, recreational, or natural qualities. G/CO Miller said an advisory committee reviews routes and makes recommendations to the Board. There are some restrictions related to outdoor advertising signs and some traffic and maintenance considerations; however, there are no restrictions on the types of vehicles that may travel on the byways. Benefits of a byway designation include economic development, tourism, preservation, and education.

Snake River Canyon Scenic Byway Extension. G/CO Miller presented the Snake River Canyon Scenic Byway Committee's request to expand the byway approximately 15 miles to the City of Payette. The extension will connect the byway to the Lower Payette River Scenic Byway and create a loop around the Treasure Valley. The Statewide Scenic Byway Advisory Committee supports the request. All governmental jurisdictions that will be impacted by the expansion have been notified and are in support of the expansion. Approval of the request would promote economic development. It would not require additional funding, but would utilize funds that have already been obligated to the Snake River Canyon Scenic Byway to provide tourist amenities and map boards for the new route.

Member Gagner asked for clarification on vehicle load restrictions. G/CO Miller replied that there are no vehicle or load restrictions on scenic byways.

Member Kempton made a motion, seconded by Member Horsch, and passed unopposed, to approve the following resolution:

RES. NO.        WHEREAS, per Idaho Transportation Board Policy B-09-11, Idaho Scenic  
ITB15-46        Byways Program, the Board shall review the Scenic Byway Committee's recommendations to determine if  
                     the proposed route should be designated as a Scenic Byway; and

                     WHEREAS, the proposal would extend the byway from its northerly terminus near Nyssa, Oregon with  
                     the new route connecting with the Lower Payette River Scenic Byway at the junction of US-95 and SH-  
                     52; and

                     WHEREAS, the extension would provide a critical linkage between four already established scenic  
                     byways in southwest Idaho: the Western Heritage Scenic Byway, the Snake River Canyon Scenic Byway,  
                     the Lower Payette Scenic Byway, and the Payette River Scenic Byway; and

                     WHEREAS, the proposed extension has been recommended for approval by the Statewide Scenic Byway  
                     Advisory Committee with support from District 3, the Payette County Commissioners, Payette County  
                     Road and Bridge, Highway District #1, the City of Payette, and the City of Fruitland; and

                     WHEREAS, the Idaho Transportation Department hereby brings forth the proposal for the Snake River  
                     Canyon Scenic Byway extension.

*NOW THEREFORE BE IT RESOLVED*, that the Board has determined to approve the Snake River  
                     Canyon Scenic Byway Extension.

FY16 Board Unallocated Funding for Weigh in Motion/Automatic Vehicle Identification (WIM/AVI) Systems at Inkom Port of Entry (POE). COO Carpenter requested the use of \$1.6 million in Board Unallocated funds for the WIM/AVI

project at the I-15 Inkom POE. The funding will be combined with \$2 million in grants from the Federal Motor Carrier Safety Administration Commercial Vehicle Information Systems Network. The system is dependent on a high accuracy rate for weighing high speed vehicles in order to properly sort trucks at mainline speeds. Utilizing concrete approaches facilitates this accuracy and provides longevity for the in-road scale. A 300-foot concrete slab is needed for both northbound and southbound lanes. Installing WIM/AVI at the Inkom POE is estimated to save the trucking industry approximately \$2.1 million annually and will allow POE staff to focus on those vehicles that need attention.

Member Gagner questioned the funding source. He believes the Board Unallocated Account should be used for emergencies and unanticipated projects, not for planned projects. He made a motion to revisit Board Policy 4076 Use of Unallocated Idaho Transportation Investment Program Funds. Member Kempton seconded the motion.

COO Carpenter said this WIM/AVI project was not scheduled. The Department received a grant for a portion of the costs.

Member DeLorenzo asked if additional WIM/AVI projects are planned. Motor Vehicle Administrator (MVA) Alan Frew replied that the intent is to continue installing WIM/AVI at POEs. East Boise POE, Lewiston POE, and the Huetter POE currently have these systems.

Member Horsch commented on the short I-15 ramp to the Inkom POE. MVA Frew acknowledged the concern with the ramp length, particularly with the high volume of truck traffic. Sensors have been installed on I-15 to indicate when truck traffic is backing up and truck drivers are instructed to bypass the Port when that occurs. He added that installing WIM/AVI will help alleviate the stacking problem and improve safety.

Member Kempton made a motion, seconded by Member Horsch, and passed unanimously, to approve the following resolution:

RES. NO. WHEREAS, the Idaho Transportation Board desires to promote and encourage  
ITB15-47 technology that aligns with Idaho Transportation Department strategic goals of safety, mobility and economic opportunity; and

WHEREAS, the Board recognizes that Weigh in Motion/ Automatic Vehicle Identification (WIM/AVI) systems provide cost savings to the trucking industry in the form of fuel savings, time savings, improved productivity and safety; and

WHEREAS, the Board supports the use of this technology at ports of entry statewide to align with Department strategic goals and preserve its investment in highways and bridges.

*NOW THEREFORE BE IT RESOLVED*, that the Board approves the use of FY16 Board unallocated funds for the Inkom WIM/AVI project in the amount of \$1,600,000; and

*BE IT FURTHER RESOLVED*, that the Board approves the staff request that the adjustment be made to FY16 of the program and that the FY15 – FY19 Statewide Transportation Improvement Program be amended accordingly.

Vice Chairman Coleman commented on the need to be flexible with the Board Unallocated funds to ensure unanticipated grants can be fully utilized.

The motion to revisit Board Policy 4076 Use of Unallocated Idaho Transportation Investment Program Funds passed unanimously.

Employee Service Awards and Excellence in Transportation Awards. The Board participated in the Employee Service Awards. Chairman Whitehead provided remarks. Tom McKay from District 4 was recognized as the Maintenance Person



of the Year and the Blackfoot Maintenance Crew from District 5, Jared Loosli, Ty Mashburn, and Travis Smith, received the Safety award.

The Excellence in Transportation awards were also presented. In addition to recognizing specific projects, Mike McKee from District 6 was named the Engineer of the Year, Tim Cramer from District 6 was recognized as the Professional of the Year, and Lotwick Reese from Headquarters received the Career Achievement award.

Delegation – Valley Regional Transit (VRT). VRT Executive Director Kelli Fairless expressed appreciation for the direction ITD's public transportation program is taking and its new leadership. VRT is responsible for providing transportation options and coordinating public transit services. Because of the lack of a secure, stable funding source, the agency relies heavily on partnerships. She believes educating the public on the available transportation services is important. She also believes there is potential to target the health care industry and to expand job training and placement in the transportation industry.

Chairman Whitehead thanked Executive Director Fairless for the informative report and for her efforts to promote and enhance public transportation.

Executive Session on Personnel and Legal Issues. Member Gagner made a motion to meet in executive session at 11:55 AM to discuss personnel and legal issues as authorized in Idaho Code Section 74-206 (b) and (f). Member DeLorenzo seconded the motion and it passed 5-0 by individual roll call vote.

Discussions were held on personnel and legal matters.

The Board came out of executive session at 2:10 PM.

Delegation – Boise County. Boise County Commissioner Alan Ward provided some history on the Banks to Lowman Highway. The 33-mile route connects SH-55 at Banks and SH-21 near Lowman. Boise County and ITD have an agreement to relinquish the route to the state in three phases. Commissioner Ward said the first phase has been completed. Because the County does not have funding available to complete the rockfall mitigation required in the agreement for segments 2 and 3, he asked the Board to terminate the agreement and assume jurisdiction of the entire Banks to Lowman highway.

Member Gagner asked about the status of waste sites and if the required documentation of property ownership has been completed. Commissioner Ward said the County has the documentation for the first segment and the waste sites can be addressed, but he added that the Board should consider the County's financial situation and the burden this road has on it. Member Gagner replied that ITD's funds are also insufficient to take care of its transportation system and he does not see how the state can add this route to its system.

In response to Chairman Whitehead's question on the federal match, Commissioner Ward replied that the required match is 7.34% for the rockfall mitigation projects.

Member DeLorenzo expressed concern with the U.S. Government's revocable easements along the highway. Boise County said the federal government will only issue revocable easements and it cannot change that.

Chairman Whitehead asked how long the federal funds will be available for the rockfall mitigation projects. Commissioner Ward did not know, but said the County is scheduled to meet with federal officials next week to discuss this route. Member Gagner asked what funding sources may be available for the match. COO Carpenter said that state funds cannot be expended on local routes and federal funds cannot be used as match for federal projects. He added that Idaho receives approximately \$17 million annually in the Federal Lands Access Program, which would be the federal funding source for the rockfall mitigation projects. The pending federal transportation reauthorization act may change the current program and requirements.

The agreement requires ITD to pay the County \$150,000 annually for the County to maintain the first segment after it has been transferred to the state. Member Gagner asked if the County would be receptive to re-negotiate that requirement and allow ITD to maintain that portion of the highway. Commissioner Ward expressed appreciation for that proposal, but said the County would like the state to assume jurisdiction of the entire route.

Chairman Whitehead said the Board will consider the County's request and look into possible solutions.

Delegation – Idaho Bicycle/Walking Alliance. Cynthia Gibson, Idaho Bicycle/Walking Alliance Executive Director, emphasized the importance of transportation options and thanked the Board for its support of the Transportation Alternatives Program. Middleton Mayor Darin Taylor also expressed appreciation for TAP. He summarized Middleton's efforts to provide bicycle and pedestrian paths for its citizens, improving safety and mobility.

Best of the Best Innovate ITD! Recognitions. CAO McArthur recognized employees for submitting the best innovations in seven categories: safety, mobility, economic opportunity, cost savings, time savings, customer service, and employee development. She emphasized that all ideas are welcome and the number of innovative ideas being submitted is increasing.

WHEREUPON, the Idaho Transportation Board's regular monthly meeting officially adjourned at 3:15 PM.

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signed  
JERRY WHITEHEAD, Chairman  
Idaho Transportation Board

Read and Approved  
November 18, 2015  
Boise, Idaho

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## REGULAR MEETING OF THE IDAHO TRANSPORTATION BOARD

November 18, 2015

The Idaho Transportation Board convened at 9:00 AM on Wednesday, November 18, at the Idaho Transportation Department in Boise, Idaho. The following principals were present:

- Jerry Whitehead, Chairman
- Jim Coleman, Vice Chairman – District 1
- Janice B. Vassar, Member – District 2
- Julie DeLorenzo, Member – District 3
- Jim Kempton, Member – District 4
- Dwight Horsch, Member – District 5
- Lee Gagner, Member – District 6
- Brian W. Ness, Director
- Scott Stokes, Chief Deputy
- Larry Allen, Deputy Attorney General
- Sue S. Higgins, Executive Assistant and Secretary to the Board

Board Minutes. Member Gagner made a motion to approve the minutes of the regular Board meeting held on October 21-22, 2015 as corrected. Member DeLorenzo seconded the motion and it passed unopposed.

Board Meeting Dates. The following meeting dates and locations were scheduled:

December 17, 2015 – Boise  
January 20, 2016 – Boise  
February 17, 2016 – Boise

Consent Items. Member Vassar made a motion, seconded by Member Horsch, and passed unopposed, to approve the following resolution:

RES. NO. WHEREAS, consent calendar items are to be routine, non-controversial, self-  
ITB15-48 explanatory items that can be approved in one motion; and

WHEREAS, Idaho Transportation Board members have the prerogative to remove items from the consent calendar for questions or discussion.

*NOW THEREFORE BE IT RESOLVED*, that the Board approves the certification of receipts and disbursements FY15; the US-20, Broadway Bridge, Boise; the SH-5, Railroad Bridge, Plummer; the addition of the Local, Geosynthetic Reinforced Soil Integrated Bridge System Workshop project to the FY16 Bridge Discretionary Program; and contract awards.

- 1) Certification of Receipts and Disbursements FY15. The FY15 certification of receipts and disbursements cash basis, as shown as Exhibit #464, which is made a part hereof with like effect, was submitted for Board approval in conformance with the requirements of Section 40-708, Idaho Code. Total receipts were \$622,224,100, disbursements were \$589,481,400, and the cash balance as of June 30, 2015 was \$89,650,800.
- 2) US-20, Broadway Bridge, Boise, Key #11588. URS, now AECOM, was selected in September 2013 for engineering and design work for the US-20, Broadway Bridge. The original estimate and approved supplementals total \$1,610,851. Additional services are being requested during the construction phase. The work, estimated at \$300,000, is to review shop drawings and contractor submittals, assist with requests for information from the contractor, assist with change orders, and be a resource for project development knowledge of a highly-visible project. Staff requests approval to exceed the consultant agreement amount of \$1,610,851 by \$300,000.
- 3) SH-5, Railroad Bridge, Plummer, Key #12864. In March 2013, Parametrix, Inc. was selected to perform engineering design services for the replacement of the Plummer Railroad Bridge on SH-5. The Board approved a request to exceed the original term agreement in February 2015, increasing the amount to \$700,000. This work was for structural engineering and shop drawing support during construction. Delays have occurred during construction that will require the work to extend significantly beyond the completion date, resulting in the need to extend Parametrix, Inc.'s service. Staff requested approval to exceed the term agreement amount of \$700,000 by \$100,000.
- 4) Addition of Local, Geosynthetic Reinforced Soil Integrated Bridge System (GRS-IBS) Workshop Project to FY16. Idaho received an FY15 State Transportation Innovation Councils grant for \$84,500 to host a demonstration workshop on GRS-IBS bridge construction for local agencies. Staff requests the addition of the \$84,500 project to FY16 of the Bridge Discretionary Program and to amend the Statewide Transportation Improvement Program accordingly.
- 5) Contract Awards for Approval. The low bids on the following projects were more than ten percent over the engineer's estimate, requiring justification.

Key #13437 – SH-11, Grangemont Road to Headquarters, District 2. The main difference between the engineer's estimate and low bid was in the Cold-In-Place Recycle Pay item, which is specialty work that few contractors in the area perform.

Staff does not believe a significant savings would be realized if the project is re-advertised, and recommends awarding the project. Low bidder: Knife River Corporation – Northwest - \$1,442,200.

Key #13886 – US-12, Milepost 83 Safety Improvements, District 2. The main difference between the engineer’s estimate and low bid were in the Mobilization and Superpave Pavement items. Bids appear to be high due to the small contract quantities and remote project location. Staff does not believe there is a significant potential for savings if the project is re-advertised, and recommends awarding the project. Low bidder: Debco Construction - \$510,510.

Key #13876 – US-12, Dike Route, Lewiston, District 2. District staff does not believe the Engineer’s Estimate adequately accounted for the Flagging and Traffic Control Maintenance items. It believes the low bid is responsive and that delaying the project is not in the public interest because of the importance of the surface treatment and safety improvements. Low bidder: Poe Asphalt Paving, Inc. - \$1,131,241.

Key #9914 – Allen Bridge, Near Salmon, District 6. The following items accounted for the majority of difference between the engineer’s estimate and low bid: Mobilization, Loose Riprap, pre-stressed bridge girders, and dewatering the foundation. The location of the project presumably led to higher Mobilization bids. The Loose Riprap item is a bit unusual and the higher bid prices may reflect uncertainty by the contractors. The dewatering the foundation item had extraordinary requirements due to a limited project area for detention. The Local Highway Technical Assistance Council (LHTAC) and project sponsor, Lemhi County, do not believe there is a potential for savings if the project is re-advertised, and recommend awarding the bid. Low bidder: Cannon Builders, Inc. - \$826,740.

Informational Items. 1) Status: FY17 Appropriation Request – Revision #1. ITD’s FY17 appropriation request has been modified. Personnel benefit costs are being reduced \$86,700 due to the deletion of 20 positions. Operating costs are being increased by \$136,600 mainly due to a Risk Management increase. Contract Construction is being increased by \$240,800 due to spending authority for the House Bill 132 revenue. This results in a net change of \$292,700 for a total request of \$637,969,100.

2) State FY16 Financial Statements. Through September, revenues to the State Highway Account from all sources were ahead of projections by 2.8%. Of that total, receipts from the Highway Distribution Account were ahead of forecast by 5% or \$2.3 million. State revenues to the State Aeronautics Fund were ahead of projections by 4.6%. Expenditures were within planned budgets. Personnel costs have a savings of \$3.1 million or 10.1% due to vacancies and timing between a position becoming vacant and being filled. At the end of September, the balance of the long term investments was \$108.3 million. These funds are obligated against construction projects and encumbrances. Based on cash balances and anticipated cash flow requirements, ITD requested that the State Treasurer transfer \$45 million from the cash account into the long term investment account on September 30. Expenditures for GARVEE projects through the month of September exceeded \$10.4 million and are progressing as planned. It is estimated that the final payments from bond proceeds will be expended by the end of December, which will complete an investment of just over \$857 million from bond proceeds.

3) Monthly Reporting of Federal Formula Program Funding for October. Obligation authority through October 29 is \$20.6 million. This corresponds to \$20.2 million with match after a reduction of prorated indirect costs. Legislation extending Moving Ahead for Progress in the 21<sup>st</sup> Century through November 20 was passed on October 29. The Department is awaiting federal action before the funds become available. Idaho received a prorated 7.9% share of its annual federal formula apportionments of \$23.9 million including match. Obligation authority is 93.8% of apportionments. Of the \$20.2 million allotted, \$24 million in funding remains.

4) Non-Construction Professional Service Contracts Issued by Business and Support Management (BSM). The BSM Section processed three professional service agreements from October 1 to October 30 in the amount of \$134,502.

5) Contract Awards. Key #9171 – Schweitzer Basin Cutoff Road, Sandpoint, District 1. Low bidder: Interstate Concrete & Asphalt Co. - \$1,313,075.

Key #13406 – SH-3, Coeur d’Alene River Bridge to I-90 Overpass Interchange #34, Kootenai County, District 1. Low bidder: Interstate Concrete & Asphalt Co. - \$1,629,338.

Key #12973 – I-90, US-95, and SH-41, FY16 District 1 Districtwide Brooming. Low bidder: Aero Power-Vac. Inc. - \$223,989.

Key #18744 – US-2, FY16 District 1 Americans with Disabilities Act Improvements. Low bidder: Earthworks Northwest Inc. - \$157,441.

Key #14337 – Middle Schools Safe Routes to School Safety Improvements, Moscow, District 2. Low bidder: WM Winkler Company - \$417,399.

Key #13439 – FY17 District 2 Sealcoats. Low bidder: Knife River Corporation – Northwest - \$1,236,275.

Keys #13438 and #13877 – SH-13 and US-95, Main Street, Grangeville and West South 1<sup>st</sup> to Johnston Road, Idaho County, District 2. Low bidder: Knife River Corporation - Northwest - \$2,298,000.

Key #13895 – Intersection Thain Road and Grelle Avenue, Lewiston, District 2. Low bidder: Stillwater Electric Inc. - \$338,474.

Key #13436 – SH-11, Weippe to Timberline High School, Clearwater County, District 2. Low bidder: Valley Paving & Asphalt, Inc. - \$1,172,702.

Key #11588 – US-20/26 Broadway Bridge, Boise, District 3. Low bidder: Knife River Corporation – Northwest - \$10,912,777.

Key #11237 – Sand Hollow, Payette County, Phase 1, District 3. Low bidder: Staker & Parson Companies dba Idaho Materials Construction - \$1,488,106.

Key #12881 – SH-167, Snake River Bridge, Near Grandview, District 3. Low bidder: J C Constructors, Inc. - \$1,272,121.

Key #13085 – SH-75, FY16 District 4 Guardrail. Low bidder: Northwest Guardrail LLC - \$97,019.

Key #13072 – I-84, Northside Canal to Interchange #201, Eastbound, District 4. Low bidder: Knife River Corporation – Northwest - \$3,150,150.

Key #14039 – US-20, Fremont County Line to Ashton Hill Bridge, District 6. Low bidder: H-K Contractors, Inc. - \$1,117,777.

The list of projects currently being advertised was also presented.

6) Professional Services Agreements and Term Agreement Work Tasks Report. From October 1 through October 30, 22 new professional services agreements and work tasks were processed, totaling \$750,010. Five supplemental agreements to existing professional services agreements were processed during this period in the amount of \$89,682.

Dealer Advisory Board (DAB) Annual Report. DAB Chairman Grant Petersen, Jr. presented the annual DAB report. The Idaho Consumer Asset Recovery Fund (ICAR) is progressing well. All licensed vehicle dealers are to pay into this fund in lieu of maintaining a surety bond. These funds are available for use by consumers to file claims with the DAB, which serves as the ICAR board. To date, there have been no claims to the ICAR fund.

The allowable uses of dealer plates were confusing for dealers, salesmen, and law enforcement. The Department and DAB created easy to read and follow instructions for law enforcement and users of these plates. Labels explaining what the different plates can be used for were manufactured on weather-resistant material and will be placed on the back of the dealer plate series.

The DAB continues to have concerns with rules for a dealer's principal place of business. It believes more guidelines are needed to protect consumers from unlicensed dealers.

DAB Chairman Petersen commended ITD staff for its assistance and exemplary work, particularly with investigations. He also thanked the Board for its service to the state.

Chairman Whitehead thanked DAB Chairman Petersen for the report and for his leadership on the DAB.

Special Presentation: Patriotic Employer Award. Dianne Nordhaus with the Department of Defense and Bob Ford from Senator Mike Crapo's Office presented Bridge Asset Management Engineer Dan Gorley with the Patriotic Employer Award. Employee Toby Griffin nominated Mr. Gorley for the award because of the support Mr. Gorley has given him, not only at ITD, but also with his service to the National Guard.

Director's Report. Director Ness regrettably announced the death of District 2 employee Doug Freeman. Mr. Freeman passed away en route to Lewiston after attending meetings in Boise on November 5.

Chief Operations Officer (COO) Jim Carpenter said work on the US-95, Council Alternate Route is proceeding well. The Final Environmental Impact Statement for the US-95, Thorn Creek to Moscow project has been signed and the Record of Decision should be completed soon. Regarding the 80 mile per hour (MPH) speed limit, there doesn't appear to be a change in the differential speed limit between cars and trucks. It is still about 10 MPH. The average speed for cars appears to have increased 1 MPH to between 82 and 84 MPH.

COO Carpenter commended Public Transportation Manager Mark Bathrick for his leadership of the Public Transportation Program. The Federal Transit Administration conducted its annual audit recently and was impressed with the positive turn-around that has occurred with this program. Although there was one finding, no deficiencies were identified.

COO Carpenter said staff is working on revisions to two policies and hopes to have those ready for the Board's consideration in a month or two. Forty-seven projects meet the criteria for the Strategic Initiatives Program, funded via the surplus eliminator revenue. He intends to present those to the Board for approval next month. He was in Washington, DC recently regarding Congressional efforts to allow Idaho to establish weight limits of up to 129,000 pounds on its interstate system. He is also working with LHTAC and the Association of Highway Districts on 129,000 pound truck route issues. The intent is to establish a seamless system.

Member Gagner mentioned that legislators at last week's legislative outreach meeting commended the Department for expeditiously advancing numerous projects due to the revenue increase. He asked about the status of increasing speed limits to 70 MPH on some state highways. COO Carpenter replied that staff is giving that some consideration. The criteria have been established.

Member Kempton noted that the rider allowing 129,000 pound weight limits on Idaho's interstates passed the House. He asked about its status in the Senate. COO Carpenter said the Senate intends to take it up prior to the Thanksgiving holiday break. Member Kempton also asked for more information on the efforts with LHTAC to address 129,000 pound issues. COO Carpenter responded that ITD and LHTAC are discussing the feasibility of establishing a one-stop shop for issuing permits. They would also like to simplify the process for local public agencies to designate routes for vehicle combinations up to 129,000 pounds, such as establishing criteria for the local agencies' consideration. Member Kempton added that he believes the local routes that allowed 129,000 pound vehicles during the pilot project should be identified as 129,000 pound routes on the official map.

Director Ness summarized his initial five-year plan, which he presented when he became director in 2010. The first year's goal was to improve the Department's credibility and instill a culture of accountability. He also established a new mission and goals and a vision to be the best transportation department in the country. The focus the second year was to realign the Department followed by improving employee compensation, which included implementing horizontal career paths. Years four and five focused on employee development and succession planning and increasing revenue, respectively. All of those goals have been achieved.

Director Ness thanked the Board for its support and guidance as the next five-year plan was developed. He believes there is an opportunity to build a legacy for how ITD will operate during the next 25 years. The first goal is to continue building on the recent successes through the constructive culture initiative, with an emphasis on innovation and implementing horizontal career paths throughout the agency. The second goal is to take the innovation program to the next level, which should help move the performance measure dials. Establishing the 20/20 vision and developing a succession plan is the third goal. The last two goals relate to funding at the state and federal level. State funds need to be stabilized and the Department needs to invest the funds wisely. At a minimum, ITD needs to maintain its federal funding level. It would also like more flexibility with federal funds.

Some discussion followed on funding issues. There is still a significant funding shortfall. The Board concurred that Director Ness should be actively engaged in revenue discussions and should be an advocate for the state's transportation needs.

Vice Chairman Coleman expressed appreciation for the additional revenue the Department received; however, he is concerned with the requirement to use those funds for maintenance of roads and bridges. He believes it would be advantageous to have greater flexibility with state revenue because the federal funds have stringent requirements. He would like to use more federal funds for maintenance projects and state revenue for safety, mobility, and economic opportunity projects. He asked if there have been any discussions regarding distributing federal funds as a block grant and eliminating some of the federal requirements. Director Ness said he has been a strong advocate for flexibility with funding. There have been some efforts to provide lump sum payments to states; however, one Congressman is recommending more regulations for federal funding.

Chairman Whitehead also expressed support to seek more flexibility with the additional state revenue. He thanked Director Ness for his report.

The Director's entire report can be viewed at <http://itd.idaho.gov/Board>.

Annual Report on ITD's Research Program. Ned Parrish, Research Program Manager (RPM), said the budget for the Research Program for FY16 is \$1.4 million, with 12% from state sources. Federal statutes require that 2% of funding for roads and bridges be used for planning and research.

RPM Parrish reported on some of the Program's recent activities. Research on avalanche detection was completed with goals of developing a method for real-time avalanche detection in remote locations and to improve the response to avalanche events to improve safety, mobility, and economic opportunity. District 3 is exploring options to implement the findings on SH-21. It is also considering collaborating with other states to further develop the avalanche-related technology. A study on recycled asphalt pavement (RAP) found that the use of RAP increases rutting resistance of pavements and using higher percentages of RAP has the potential to reduce cracking resistance. The recommendations of adding testing to assess cracking potential of high RAP mixes and modifying binder selection to ensure presence of polymers to increase elasticity of high RAP mixes will be incorporated into ITD specifications and practices. The goals of the Leadership/Culture project were to strengthen leadership capabilities throughout the Department and develop a more constructive organizational culture. Remaining activities include conducting a third constructive culture survey, completing leadership assessments and coaching with supervisors, and conducting a Department-wide organizational culture survey.

RPM Parrish said some of the projects currently underway are a laboratory study of fiber-reinforced asphalt products, a field study on a new low-cost approach to monitoring bridge scour, a study of freight movement and needs on the US-95 corridor, evaluation of traffic detection system performance, and a study of safety impacts of wide pavement markings on two-lane rural highways. Some of the projects planned in FY16 include development of tools to evaluate performance of implemented safety projects, a study to improve safety at signalized intersections, an analysis of safety in school zones on two-lane highways, and a study of Unmanned Aerial Vehicles for bridge inspection. Some other activities planned this year are to coordinate a process for identifying and prioritizing research needs, hosting a Transportation Research Board visit with a focus on safety, and participating in a peer exchange.

Due to several questions on the RAP study, RPM Parrish elaborated on that project. In response to Member Vassar's comment on the use of research funds for the constructive culture initiative, RPM Parrish replied that research funds are available for a variety of activities, including leadership development and training. One of the components of the project is to measure the success of changing ITD's culture through surveys.

Chairman Whitehead thanked RPM for the informative report and for his efforts on this important program.

Policy Revisions. COO Carpenter proposed revisions to Board Policy 4076 Use of Unallocated Idaho Transportation Investment Program Funds to allow these funds to be used for federal match for highway infrastructure grants. He added that the policy currently restricts the use of these funds to projects that cannot be anticipated and planned for in a five-year funding cycle.

Member Kempton made a motion, seconded by Member Gagner, and passed unopposed, to approve revisions to 4076 Use of Unallocated Idaho Transportation Investment Program Funds.

Executive Session on Personnel and Legal Issues. Member DeLorenzo made a motion to meet in executive session at 11:40 AM to discuss personnel and legal issues as authorized in Idaho Code Section 74-206 (b) and (f). Member Vassar seconded the motion and it passed 6-0 by individual roll call vote.

Discussions were held on personnel and legal matters.

The Board came out of executive session at 2:10 PM.

Old/New Business. Member Gagner made a motion to withdraw the 2016 proposed legislation waiving Idaho's sovereign immunity with regard to the National Environmental Protection Act. Member Vassar seconded the motion and it passed unopposed.

Member Vassar made a motion, seconded by Member Kempton, and passed unanimously, to approve the following resolution:

RES. NO.        WHEREAS, Idaho Code 40-503 addresses the Idaho Transportation Board's  
ITB15-49        authority regarding the hiring of the Idaho Transportation Department director; and

WHEREAS, Idaho Code states that the director serves at the pleasure of the Board but also lists reasons for which the director may be terminated.

*NOW THEREFORE BE IT RESOLVED*, that the Board approves proposed legislation to revise Idaho Code 40-503 to eliminate the specific reasons the director may be terminated; and

*BE IT FURTHER RESOLVED*, that the Board directs staff to submit the proposed legislation to the Division of Financial Management for its approval.



Vice Chairman Coleman emphasized that the resolution is not related to Director Ness, nor does it impact him.

WHEREUPON, the Idaho Transportation Board's regular monthly meeting officially adjourned at 2:15 PM.

signed  
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JERRY WHITEHEAD, Chairman  
Idaho Transportation Board

Read and Approved  
December 17, 2015  
Boise, Idaho

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## REGULAR MEETING OF THE IDAHO TRANSPORTATION BOARD

December 17, 2015

The Idaho Transportation Board convened at 9:00 AM on Thursday, December 17, at the Idaho Transportation Department in Boise, Idaho. The following principals were present:

- Jerry Whitehead, Chairman
- Jim Coleman, Vice Chairman – District 1
- Janice B. Vassar, Member – District 2
- Julie DeLorenzo, Member – District 3
- Jim Kempton, Member – District 4
- Dwight Horsch, Member – District 5
- Brian W. Ness, Director
- Scott Stokes, Chief Deputy
- Larry Allen, Deputy Attorney General
- Sue S. Higgins, Executive Assistant and Secretary to the Board

District 6 Member Lee Gagner participated via teleconference.

Board Minutes. Member Vassar made a motion to approve the minutes of the regular Board meeting held on November 18, 2015 as submitted. Vice Chairman Coleman seconded the motion and it passed unopposed.

Board Meeting Dates. The following meeting dates and locations were scheduled:

- January 20, 2016 – Boise
- February 17, 2016 – Boise
- March 23-24, 2016 - Boise

Consent Items. Member DeLorenzo made a motion, seconded by Member Horsch, and passed unopposed, to approve the following resolution:

RES. NO. WHEREAS, consent calendar items are to be routine, non-controversial, self-  
ITB15-50 explanatory items that can be approved in one motion; and

WHEREAS, Idaho Transportation Board members have the prerogative to remove items from the consent calendar for questions or discussion.

*NOW THEREFORE BE IT RESOLVED*, that the Board approves the expiration of resolution ITB11-62 related to federal funding; the addition of SH-19, Roedel Avenue Railroad Crossing, Caldwell to FY18 of the Statewide Transportation Improvement Program; changes to the Public Transit Program; contract awards; and contracts for rejection.

1) Expiring Resolution Related to Federal Funding. Idaho Transportation Board Resolution #11-62 relating to federal funding is expiring because it is four years old. Because of the recently-approved federal Fixing America's Surface Transportation Act, staff recommends allowing ITB #11-62 to expire.

2) Add SH-19, Roedel Avenue Railroad Crossing, Caldwell to FY18. The Community Planning Association of Southwest Idaho (COMPASS) requests the addition of the SH-19, Roedel Avenue Railroad Crossing, Caldwell project, key #19627, to FY18 for \$380,000 and to amend the FY15-19 Statewide Transportation Improvement Program (STIP) to reflect the change. The project will install cantilever signals and repair and replace the crossing surface.

3) Changes to the Public Transit Program. Staff requests adding a new project for service for the elderly and disabled using previous Federal Transit Administration 5310 Small Urban funds to FY16 for \$176,000, delaying the FY16 Lewiston UZA Americans with Disabilities Act buses from FY14 to FY16 for \$150,000, and amending the STIP accordingly.

4) Contract Awards for Approval. The low bid on key #11622 – SH-75, Big Wood River Bridge Replacement, District 4, was more than ten percent over the engineer's estimate, requiring justification. The main difference between the engineer's estimate and low bid was in the Concrete Class 40-A Schedule No. 1 and No. 2 and the Special Bridge Utility Conduits items. The District does not believe that re-advertising the project will result in lower bids. There is a tight window to work in the river from January 1 to March 1, 2016. Staff recommends awarding the project. Low bidder: Concrete Placing Company, Inc. - \$5,477,569.

5) Contract for Rejection. The low bid on key #14018 - Intersection Benton Street and 2<sup>nd</sup> Avenue, Pocatello, District 5, was more than ten percent over the engineer's estimate, requiring justification. The Superpave Hot Mix Asphalt Pavement Including Asphalt and Additives Class Special-2T item was presumably bid higher because of the small quantity and the time of year, as it would be difficult to pave at the end of the construction season. The foundations may be the cause for the higher bids on the Breakaway Steel Sign Post Type E item. The Traffic Control plans are very detailed and complicated due to adjacent one-way streets, which probably led to the higher bid. The other items that varied from the engineer's estimate were Special Relocate Light Pole and Special Light Pole, which are special bid items. The Local Highway Technical Assistance Council and the project sponsor, the City of Pocatello, recommend rejecting the bids. The bid package will be reviewed and revised to re-bid at a later date. Low bidder: D L Beck Inc. - \$247,662.

Informational Items. 1) State FY16 Financial Statements. Through October, revenues to the State Highway Account from all sources were ahead of projections by 3.6%. Of that total, receipts from the Highway Distribution Account were ahead of forecast by 3.8% or \$2.5 million. State revenues to the State Aeronautics Fund were ahead of projections by 12.7%. Expenditures were within planned budgets. Personnel costs have a savings of \$4 million or 10.5% due to vacancies and timing between a position becoming vacant and being filled. Expenditures in Contract Construction are below last year by 18%. This is being reviewed by management.

At the end of October, the balance of the long term investments was \$108.4 million. These funds are obligated against construction projects and encumbrances. Expenditures for GARVEE projects through the month exceeded \$14.1 million and are progressing as planned. It is estimated that the final payments from bond proceeds will be expended by the end of December, which will complete an investment of just over \$857 million from bond proceeds.

2) Monthly Reporting of Federal Formula Program Funding for November. Obligation authority through November 20 is \$36.2 million. This corresponds to \$35.7 million with match after a reduction of prorated indirect costs. The Moving Ahead for Progress in the 21<sup>st</sup> Century Act was extended through December 4. The Department is awaiting federal action before the funds become available. Idaho received a prorated 13.7% share of its annual federal formula apportionments or \$42 million with match. This includes \$57,146 of Redistribution of Certain Authorized Funds received in November. Obligation authority is 93.8% of apportionments. Of the \$35.7 million allotted, \$6.3 million in funding remains.

3) Non-Construction Professional Service Contracts Issued by Business and Support Management (BSM). The BSM Section processed two professional service agreements from November 1 to November 30 in the amount of \$67,900.

4) Contract Awards. Key #13520 – FY16 District 4 Signal Upgrades. Low bidder: Balanced Rock Electric, Inc. - \$540,694.

Key #13083 – I-84, Meadow Creek to Sweetzer, Cassia County, District 4. Low bidder: Railco - LLC - \$244,244.

The list of projects currently being advertised was also presented.

5) Professional Services Agreements and Term Agreement Work Tasks Report. From November 1 through November 30, 28 new professional services agreements and work tasks were processed, totaling \$3,650,316. Four supplemental agreements to existing professional services agreements were processed during this period in the amount of \$171,600.

6) Speed Minute Entry Changes for November 2015. The following speed minute entries were processed during November in District 6:

<u>Route</u>	<u>Beginning</u>	<u>Ending</u>	<u>Speed Limit</u>	
	<u>Milepost</u>	<u>Milepost</u>	<u>Old</u>	<u>New</u>
SH-48	13.190	14.210	55	45
SH-48	24.353	24.409	25	55

A 35 mile per hour school zone speed limit is being implemented at the following locations, with the normal speed limit remaining at 55 MPH:

<u>Route</u>	<u>Beginning</u>	<u>Ending</u>	<u>School Zone</u>
	<u>Milepost</u>	<u>Milepost</u>	<u>Speed Limit</u>
SH-48	6.920	7.150	35
SH-48	12.170	12.585	35
SH-48	13.318	13.875	35

7) Annual Report on the Outdoor Advertising Program. At the close of federal FY15, there were 1,151 signs, with 5 illegal and 192 non-conforming signs throughout the state. There were four new sign applications during the fiscal year. Staff is working with the Federal Highway Administration (FHWA) on ITD's expanded responsibilities to include some National Highway System routes that are not on the Department's system. They are inventorying the new routes, measuring the level of compliance with policy, and working with the local jurisdictions to bring the system up to FHWA standards.

8) Report on 2015 Transportation Revenue Increase. The 2015 legislation increasing the Department's revenue requires an annual report. The report only covers the first half of FY16, but all future reports will be based on a full fiscal year.

Public Transportation Advisory Council (PTAC) Annual Report. PTAC Chair Maureen Gresham said some of the Council's goals are to provide clear financial reports, establish a transparent and equitable evaluation system for projects and the grant application process, and define the relationship between mobility support services and economic opportunity. One of the activities for 2016 will be to work on statewide planning efforts. A number of changes have occurred on PTAC recently. She hopes the Council will stabilize, be more engaged, and provide more guidance to the Board. She expressed appreciation for Public Transportation Manager (PTM) Mark Bathrick's leadership and excellent staff.

Chairman Whitehead thanked Chair Gresham for the informative report and for her leadership on PTAC.

Director's Report. Director Ness announced the retirement of Internal Review Manager Carri Rosti at the end of the month. ITD's upcoming legislative presentations are being finalized. Both the Joint Finance and Appropriations Committee budget presentation and annual report to the joint germane committees will emphasize the need for additional ongoing revenue. A new federal surface transportation act, Fixing America's Surface Transportation (FAST), has been approved. The five-year bill addresses inflation and provides more flexibility. The GARVEE projects are being finalized and overall, the GARVEE Program was completed on schedule and under budget.

Chief Deputy Stokes commended staff for its efforts on the mainframe computer system. The major undertaking to move the mainframe off site was completed on time and under budget. He also said a workshop was held earlier this month as part of the process to update the Strategic Highway Safety Plan. The five-year plan identifies the focus areas, goals, and strategies to address highway safety. He congratulated staff for the workshop and work on updating the Plan.

Chief Operations Officer Jim Carpenter said 26 of the 27 projects advanced with the additional revenue ITD received this year are under contract. The last project should be awarded in spring. The bids were opened on the US-20, Thornton Interchange project and the contract should be awarded soon. The US-95, Council Alternate Route is almost ready for advertising. The Record of Decision for the US-95, Thorn Creek to Moscow project is expected to be signed in January. He expressed appreciation to staff for its efforts on these three major projects. He also introduced two employees. John Bilderback has been hired as the Materials/Construction Engineer and Randy Gill was promoted to the Planning Services Manager. Both positions are in the Division of Engineering Services.

The Director's entire report can be viewed at <http://itd.idaho.gov/Board>.

End-of-the-Year Report. Director Ness highlighted the 2015 activities and accomplishments. The additional ongoing state revenue was appreciated and funded 27 projects. Proposed projects for the general fund surplus eliminator funds have been reviewed for their return on investment. Construction on the \$857 million GARVEE Program should be completed this year. Fifty-three regional and national awards for excellence and innovation were received. Numerous innovative ideas were submitted and implemented, saving about \$385,000 and 12,300 work hours in FY15. The horizontal career path was implemented for the transportation technicians. ITD worked with other states on the reauthorization of the federal surface transportation act, which resulted in additional revenue, increased flexibility, a more streamlined environmental process, and more state control regarding highway safety. Director Ness believes it is a good bill for Idaho and will facilitate long-term planning.

The Board commended Director Ness for the excellent report and accomplishments and encouraged him to use the presentation at the upcoming joint germane committee presentation. Chairman Whitehead also acknowledged the employees for their efforts.

District 6 PTAC Nominations. PTM Bathrick presented three candidates for the vacant District 6 position. Although the PTAC believes all candidates are fit to serve on the Council, it believes candidate Mike O'Bleness may have a potential conflict of interest because he serves on the Targhee Regional Public Transportation Authority (TRPTA) Board of Directors.

The consensus of the Board was to defer this item. (See later minute entry.)

Annual Freight Advisory Committee (FAC) Report. Freight Program Manager (FPM) Jeff Marker said the FAC is developing a Statewide Freight Strategic Plan. Some of the Plan's contents will include a network, safety, and policy analysis; freight's relationship to Idaho's economy; and short- and long-term infrastructure improvement plans. The document is expected to be completed in October. FAC also discussed the process to provide input in the STIP.

A Freight Summit is scheduled in February. It will focus on the economy, the network, safety, and the freight community's issues. Another activity underway is stakeholder outreach. A minimum of two visits are scheduled monthly and 15 visits have been conducted to date.

Member Kempton noted the recent Congressional action allowing Idaho to establish 129,000 pound gross vehicle weight limits on its Interstate system. He encouraged the FAC to consider that change and include it in the strategic plan. He also stated that Idaho's legislature will need to address that issue and he encouraged FAC members to support the legislation.

Chairman Whitehead thanked FPM Marker for the report.

Strategic Highway Safety Plan (SHSP) Overview. Highway Safety Manager (HSM) John Tomlinson summarized the recent workshop to update the SHSP and emphasized the importance of ITD's partners. Grants/Contracts Officer (GCO) Lisa Losness elaborated on the SHSP and the process to update it. The 2016-2020 Plan will identify goals, strategies, and counter measures to address highway safety. There are three emphasis areas: high risk behavior, vulnerable roadway user, and severe crash types. The 11 focus areas identified in the previous plan are being retained: aggressive driving, distracted driving, occupant protection, impaired driving, bicycle/pedestrian, mature drivers, youthful drivers, motorcycle, lane departure, intersections, and commercial motor vehicle. The Department's internal Strategic Safety Team will partner with the Idaho Traffic Safety Commission on oversight of the Plan, which is expected to be finalized in June.

Member Horsch said that large farm equipment is often moved on highways in caravans. Because of the equipment's size and generally slower speeds, it can be a safety hazard. He asked if agriculture is represented on the teams. GCO Losness said it would be appropriate for the severe crash type emphasis area to include agriculture equipment.

Chairman Whitehead thanked HSM Tomlinson and GCO Losness for the informative presentation and for their efforts on highway safety.

GARVEE Transportation Improvement Program. Amy Schroeder, Engineering Manager (EM), said all of the GARVEE bond proceeds have been allocated to the three I-84 Interchange construction projects in Boise and Meridian, and the GARVEE Program is entering its close-out phase. However, there are two longer-duration projects that will not be completed before the Program is closed in spring. As part of the reconstruction of the Meridian Interchange, FHWA approved the relocation of the ITD maintenance yard facilities at an estimated cost of \$410,000. The other project is to construct a future frontage road as part of the SH-16 extension from SH-44 to US-20/26 for \$356,000. She requested approval to coordinate with COMPASS to amend the FY16-20 Transportation Improvement Program to include these two state-funded projects.

Member Vassar made a motion, seconded by Member DeLorenzo, and passed unopposed, to approve the following resolution:

RES. NO.        WHEREAS, the Idaho Transportation Board is charged with determining the  
ITB15-51        timeframe and scope of improvements for the State Transportation System; and

WHEREAS, Idaho Code § 40-315 directs the Board to consider the cost of the projects and whether or not the project could be funded without GARVEE bonding; and

WHEREAS, Idaho Code § 40-315 directs the Board to balance and coordinate the use of bonding with the use of highways construction funding; and

WHEREAS, the Board is granted the statutory responsibility and duty to allocate GARVEE bond proceeds among legislatively authorized projects, including the following:

US-95, Garwood to Sagle

US-95, Worley to Setters

SH-16 Extension, I-84 to South Emmett

I-84, Caldwell to Meridian

I-84, Orchard to Isaacs Canyon

US-30, McCammon to Soda Springs; and

WHEREAS, \$81 million federal-aid formula funds have been included in and administered by the GARVEE Transportation Program; and

WHEREAS, the remaining GARVEE bonds have been allocated to construction costs for the three I-84 interchange projects and previously allocated federal aid has been programmed for all other Program costs; and

WHEREAS, as a part of the I-84 Caldwell to Meridian Corridor - Meridian Interchange reconstruction project, ITD received approval from the Federal Highway Administration to replace the Meridian maintenance yard facilities in-kind (estimated to be \$180,000 design and \$230,000 construction) and the design and construction will extend beyond the end of the GARVEE Program; and

WHEREAS, as a part of the SH-16, I-84 to SH-44 Corridor – US-20/26 to SH-44 construction project, ITD entered into an agreement with Martom Group LLC for construction of a future frontage road (total of \$356,000) which will extend beyond the end of the GARVEE Program.

*NOW THEREFORE BE IT RESOLVED*, that the Board directs staff to coordinate with the Community Planning Association of Southwest Idaho to amend the FY16-20 Transportation Improvement Program to include two new state-funded projects for the replacement in-kind of the Meridian maintenance yard facilities and the ongoing agreement with Martom Group, LLC.

Member Gagner congratulated EM Schroeder and staff for overseeing the successful GARVEE Program.

Policy Revisions. Human Resources Manager Diane Steiger proposed a new board policy, 4080 Criminal Background Check. During the process of updating 5080 Criminal Background Check, formerly A-18-13, Background Check, the Subcommittee on Policies recommended developing a corresponding board policy. The administrative policy was updated to reflect current business practices and requirements.

Member Kempton made a motion, seconded by Member Vassar, and passed unopposed, to approve Board Policy 4080 Criminal Background Check and to concur with revisions to Administrative Policy 5080 Criminal Background Check.

Contract Services Engineer Monica Crider presented revisions to Board Policy 4082 Idaho Byways Program, formerly B-09-11, Idaho Scenic Byways Program, and the corresponding administrative policy. The policies were updated to reflect current business practices and are more generic due to the elimination of the federal Scenic Byways Program.

Member Kempton made a motion, seconded by Member Horsch, and passed unopposed, to approve Board Policy 4082 Idaho Byways Program and to concur with revisions to Administrative Policy 5082 Idaho Byways Program.

Informal Luncheon with the Trucking Advisory Council (TAC). The Board visited informally with the TAC members during lunch. Some of the topics of discussion were pilot car certifications, safety concerns with the locations of some roving ports of entry, 129,000 pound truck routes, and more involvement by the TAC.

Member Gagner did not participate in the luncheon discussions, but resumed the teleconference after the luncheon.

TAC Annual Report. TAC Chairman John Pocock said some of the topics of discussion this past year included 129,000 pound truck routes, legislation to increase transportation revenue, the overlegal permit system, dyed diesel fuel, weigh-in-motion technology, and pilot car certification. He said TAC would like to be more involved. He believes the joint luncheon is beneficial and suggested conducting more joint meetings. He also expressed appreciation to ITD staff.

Chairman Whitehead thanked Chairman Pocock for the report and for his service on the TAC.

Executive Session on Personnel and Legal Issues. Member Vassar made a motion to meet in executive session at 1:30 PM to discuss personnel and legal issues as authorized in Idaho Code Section 74-206 (b) and (f). Member Horsch seconded the motion and it passed 6-0 by individual roll call vote.

Discussions were held on personnel and legal matters.

The Board came out of executive session at 2:30 PM.

Project Recommendation for the Strategic Initiative Program Fund. Engineering Services Administrator (ESA) Blake Rindlisbacher presented a list of projects to be funded with the \$54.7 million available for the Strategic Initiative Program Fund. The projects are recommended based on an analysis of their return on investment for safety, mobility, economic opportunity, repair, and maintenance. He commended the District Engineers and staff for getting the projects ready. He added that a supplemental appropriation request will need to be approved before the funds can be expended.

Member Gagner noted that the list included the US-95, Council Alternate Route. He expressed concern that the project does not meet the intent of the legislation because it will construct a new alignment. He proposed removing that project from the list.

Member Gagner made a motion, seconded by Member DeLorenzo, and passed unopposed, to approve the following resolution:

RES. NO.        WHEREAS, the Idaho Transportation Board is charged with considering the  
ITB15-52        safety and convenience of highway users, the common welfare of the people and cities within the state, and  
                     the financial capacity of the state of Idaho to construct, reconstruct and maintain state highways; and

                     WHEREAS, the Board is authorized to locate, design, construct, reconstruct, alter, extend, repair and  
                     maintain state highways; and

                     WHEREAS, the Board is authorized to prescribe rules and regulations affecting state highways and the  
                     expenditure of all moneys appropriated to the Idaho Transportation Department; and

                     WHEREAS, the Board is authorized to exercise all powers necessary to carry out the provisions of Title  
                     40 of the Idaho Code and the control of the financial affairs of the Department and Board; and

                     WHEREAS, the Idaho Legislature created a Budget Stabilization Fund; and

                     WHEREAS, all funds remitted to the Department shall be used exclusively for road and bridge  
                     maintenance and replacement.

*NOW THEREFORE BE IT RESOLVED*, that the Board approves the list of projects recommended for the FY15 Strategic Initiative Program Fund, as shown as Exhibit 465, which is made a part hereof with like effect.

Chairman Whitehead thanked ESA Rindlisbacher and staff for their efforts on the projects.

District 6 PTAC Nominations, Revisited. In response to Member DeLorenzo's question on Mike O'Brien's possible conflict of interest, PTM Bathrick acknowledged that PTAC thought Mr. O'Brien may have a conflict as a member of TRPTA. He is not concerned with Mr. O'Brien's position on the TRPTA board; however, Mr. O'Brien could recuse himself from discussions and votes if there is a conflict of interest.

Member Gagner said he will abstain from voting because he recommended two of the three candidates.

Member DeLorenzo made a motion, seconded by Member Vassar, and passed 5-0 by individual roll call vote with Member Gagner abstaining, to approve the following resolution:

RES. NO. WHEREAS, Idaho Statute 40-514 states that public entities that use public funds  
ITB15-53 to provide public transportation services within the state shall report not less than semiannually to the Idaho Transportation Department the amount of funding expended, audits conducted, the number of passengers carried, the agency vehicles used and the vehicle miles driven to provide transportation for Idaho Citizens. This group was created as the Public Transportation Advisory Council (PTAC) to advise the Department on issues and policies regarding public transportation in Idaho. The PTAC shall participate in planning activities, identify transportation needs, and promote coordinated transportation systems. Before setting programs and priorities, the PTAC shall seek pertinent information, facts and data from local government agencies and providers regarding the rural public transportation issues; and

WHEREAS, the PTAC shall be comprised of six (6) members appointed by the Idaho Transportation Board. These members shall be representatives for local governments and agencies, private organizations, citizens groups and private providers that have an interest in public transportation, and people with disabilities and the elderly who utilize public transportation; and

WHEREAS, the Board shall appoint said members from recommendations submitted by said organizations, groups' providers, users and state agencies in each District. One (1) member shall be appointed from each of the six (6) transportation department director districts as provided in section 40-303, Idaho Code; and

WHEREAS, the term of each member shall be three (3) years and the initial appointments to the council shall be such that two (2) members shall be appointed each year thereafter; and

WHEREAS, applications were solicited from interested parties to fill the vacated position in District 6 and the Department received three applications. The applications from Mike O'Brien, Sharon Parry, and Denise Myler were brought forward to PTAC members in November 2015 for review; and

WHEREAS, the ITD - Public Transportation Manager hereby brings forth three nominations that have been reviewed by the seated members of the PTAC and found by consensus to be fit candidates for the open seat in District 6.

*NOW THEREFORE BE IT RESOLVED*, that the Board has determined to appoint Mike O'Brien as the District 6 PTAC member for a term from December 17, 2015 through December 17, 2018.

WHEREUPON, the Idaho Transportation Board's regular monthly meeting officially adjourned at 2:45 PM.



Read and Approved  
January 20, 2016  
Boise, Idaho

signed  
JERRY WHITEHEAD, Chairman  
Idaho Transportation Board

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