

A G E N D A

IDAHO TRANSPORTATION BOARD

September 11-12, 2019



A G E N D A

District 3 Tour and Regular Meeting of the Idaho Transportation Board

September 11-12, 2019

KEY:

ADM = Administration

DIR = Director

OP = Operations

September 11, 2019

Boise, Idaho

DISTRICT 3 TOUR

	Time*
Depart ITD Headquarters, 3311 West State Street; local roads and I-84 east	8:00
Arrive Western Trailers, 8623 Federal Way, Boise; tour	8:30
Depart Western Trailers; I-84 west and SH-55 north	10:40
Arrive Banks maintenance shed; lunch	11:55
Depart Banks; SH-55 north	12:40
Arrive Cascade; pick up guests	1:50
Depart Cascade; SH-55 north	2:00
Arrive McCall; tour area with city officials and ribbon-cutting at SH-55, Lardo Bridge	2:45
Tour ends	4:00

*All listed times are estimates only. The Board reserves the right to move agenda items and adjust the time schedule. The meeting is open to the public, except for the executive session.



Page 2 of 3

Time*

BUSINESS MEETING

1. CALL MEETING TO ORDER **8:30**

2. SAFETY/SECURITY SHARE: District 3 Engineer Revis

3.	BOARD MINUTES – August 21-22, 2019	5	
4.	BOARD MEETING DATES	17	8:35
	October 17 – Boise	December 12 – Boise	
	November 21 – Boise		

5. INFORMATION CALENDAR

OP	___	Contract award information and current advertisements	18
OP	___	Professional services agreements and term agreement work tasks report.....	24
OP	___	Update on 80 mile per hour speed zones on I-15, I-84, and I-86	30
ADM	___	State FY20 financial statements	51
ADM	___	Monthly report of federal formula program funding through August.....	69
ADM	___	Status: FY21 appropriation request.....	71

6. DIRECTOR'S REPORT ON DEPARTMENT ACTIVITIES **8:40**

7. DELEGATION: Mountain Home Mayor Sykes **9:40**

8. DISTRICT 3 REPORT: District Engineer Revis **9:55**

9. BREAK **10:10**

10. ADOPT-A-HIGHWAY PRESENTATION: Boy Scout Troop 49 **10:30**

2



September 11-12, 2019

Page 3 of 3

September 12, 2019

Northfork Lodge
200 Scott Street
McCall, Idaho

Page
#

Time*

Information Items

11. AGENDA ITEMS

OP _____ Safe Routes to School collaboration efforts75 **10:35**
Dietz/Clegg

OP _____ End distracted driving80 **11:00**
Tomlinson

Action Items

ADM _____ Recommended FY20-26 Idaho Transportation Investment Program82 **11:15**
Drake
(Resolution on page 83)

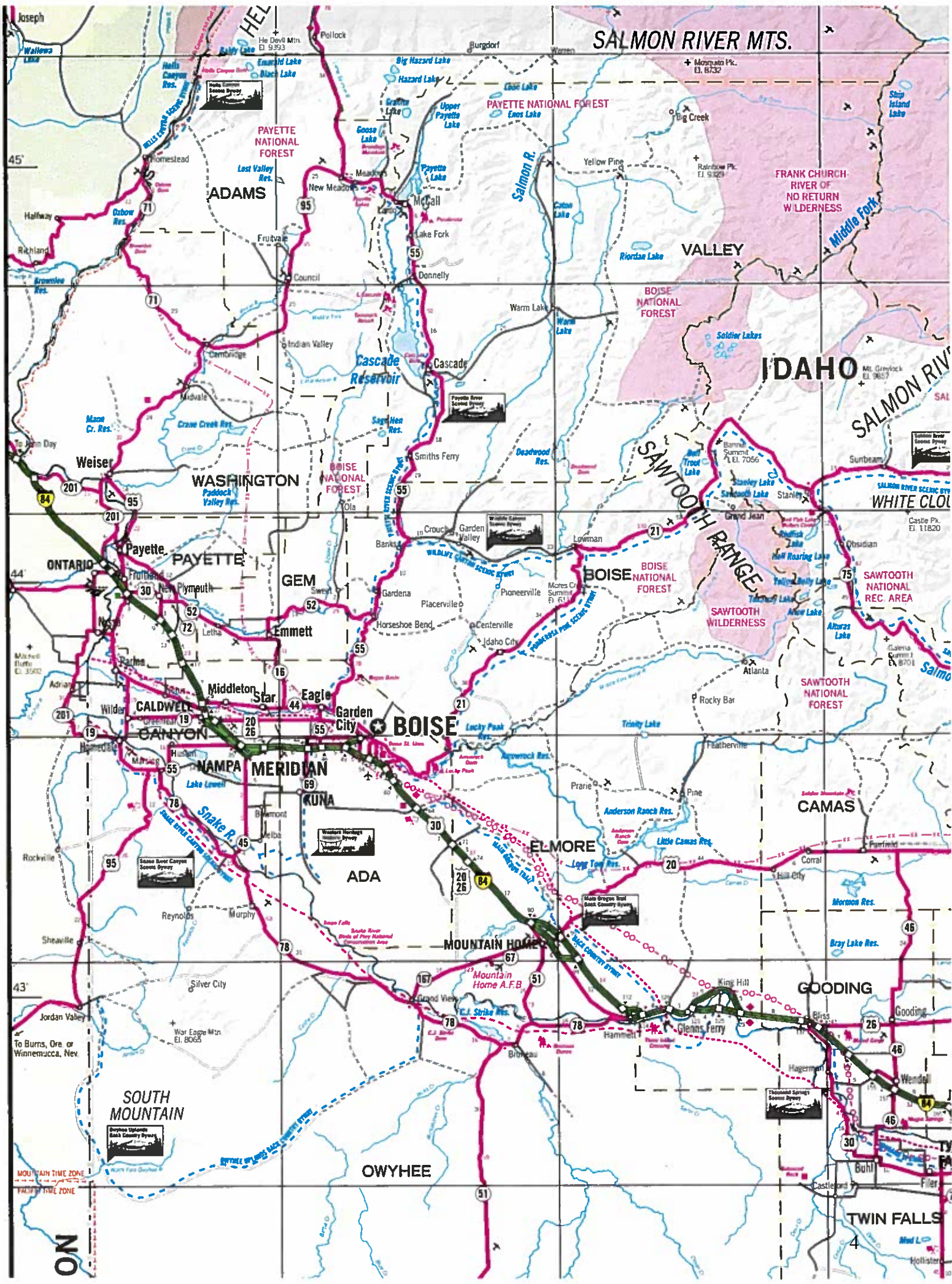
DIR _____ 2019-2020 administrative rulemaking.....84 **11:30**
Hobdey-Sanchez
(Resolution on page 127)

12. EXECUTIVE SESSION (working lunch**) **11:40**
PERSONNEL ISSUES [SECTION 74-206(a), (b)]
LEGAL ISSUES [SECTION 74-206(c), (d), (f)]

13. ADJOURNMENT (estimated time) **1:15**

***The meal will be served and reimbursed by the department. Meal reimbursement will not be claimed by any employee participating in the working lunch. Attendance is mandatory.*

*All listed times are estimates only. The Board reserves the right to move agenda items and adjust the time schedule. The meeting is open to the public, except for the executive session.



REGULAR MEETING AND DISTRICT ONE TOUR
OF THE IDAHO TRANSPORTATION BOARD

August 21-22, 2019

The Idaho Transportation Board met at 7:30 AM on Wednesday, August 21, 2019 in Coeur d'Alene, Idaho. The following principals were present:

Bill Moad, Chairman

Jim Kempton, Vice Chairman – District 4

James R. Thompson – Member District 1

Julie DeLorenzo, Member – District 3

Bob Hoff, Member – District 6

Director Brian Ness

Sue S. Higgins, Executive Assistant and Secretary to the Board

District 1 Tour. The Board traveled I-90 east and SH-3 south to St. Maries. Staff gave presentations on various innovations at the maintenance shed. The Board toured PotlatchDeltic and then met with stakeholders to discuss various transportation issues. The main concerns related to the dike portion of SH-3 and the railroad underpass on SH-5. Benewah County Commissioner Jack Buell offered assistance, such as looking into securing the right-of-way needed for the dike road project. Local Highway Technical Assistance Council (LHTAC) Administrator Jeff Miles also offered to look into potential grant opportunities to widen SH-3.

The tour continued west on SH-5 and north on US-95 to Coeur d'Alene.

WHEREUPON, the tour ended at 4:15 PM.

August 22, 2019

The Idaho Transportation Board convened at 8:00 AM on Thursday, August 22, 2019 at the District 1 Office in Coeur d'Alene, Idaho. Chairman Moad, Vice Chairman Kempton, and Members Thompson, DeLorenzo, and Hoff were present. Deputy Attorney General Rick Hart was also in attendance.

Chairman Moad welcomed Senator Jim Woodward and Representative Vito Barbieri to the meeting.

Safety Share. District 1 Engineer (DE) Damon Allen reminded everyone to be cognizant of school children, as they head back to school. He said it is important to pay attention driving through school zones and crosswalks.

Board Minutes. Member DeLorenzo made a motion to approve the minutes of the regular Board meeting held on July 17-18, 2019 as submitted. Vice Chairman Kempton seconded the motion and it passed unopposed.

August 22, 2019

Board Meeting Dates. The following meeting dates and locations were scheduled:
September 11-12, 2019 – District 3
October 17, 2019 – Boise
November 21, 2019 – Boise

Consent Items. Vice Chairman Kempton questioned the low bids that exceeded the engineer's estimate by more than ten percent. Chief Operations Officer Travis McGrath said both of those projects are small, which are harder to estimate. Staff evaluated the low bids and believes both are good, responsive bids.

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

RES. NO. WHEREAS, consent calendar items are to be routine, non-controversial, self-
ITB19-29 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 Performance Measurement Report for the Division of Financial Management; the FY19 account write-off; the FY19 local public agencies end-of-year plan and prioritized list for redistributed obligation authority; a consultant agreement; and contracts for award.

1) Performance Measurement Report for the Division of Financial Management. Idaho Code requires all state agencies to submit an annual Performance Measurement Report before September 1. The report is to provide an agency overview, core functions of the department, revenues and expenditures, cases managed and key services provided, and requirements for the Red Tape Reduction Act and Licensing Freedom Act.

2) FY19 Account Write Off. All uncollectible accounts exceeding \$1,000 are to 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 FY19, staff requests Board approval to write off 30 accounts totaling \$113,313, as shown as Exhibit #512, which is made a part hereof with like effect. Forty-six accounts in amounts less than \$1,000 have been determined as uncollectible, totaling \$13,683.96. The outstanding receivables are more than four years delinquent. Customers are not allowed to do business with the Department until their deficiencies are paid or the statute of limitations is reached.

3) FY19 Local Public Agencies End-of-Year Plan and Prioritized Project List for Redistributed Obligation Authority. Idaho received 90.1% of annual obligation authority. Local public agencies have \$5,754,000 federal funds with match available from bid savings, prior year released funds, and unused scheduled funds that are available to cover cost increases or to advance projects. Staff requests approval of the local public agencies' end of year plan and prioritized project list of advances and cost increases for use of potential redistributed obligation

authority, as shown as Exhibit #513, which is made a part hereof with like effect. The priorities are contingent on delivery and cost estimating.

4) Request to Approve Consultant Agreement. In accordance with Board Policy 4001 Authority to Sign Contracts, Agreements, and Grants and Requirement to Report Certain Contracts, staff requests approval to exceed the \$1 million agreement limit for keys #18972, #19665, #20188, #19460, and #19980 – FY19-21 Intelligent Transportation Systems Operations and FY20-21 Traveler Information Services, Statewide: Headquarters for supplemental agreements with Castle Rock Associates for up to \$1.65 million, bringing the total to \$2.4 million.

5) Contracts for Award. The low bids on the following projects were more than ten percent over the engineer's estimate, requiring justification. The Gabion Structure, Survey, and Mobilization items accounted for the main difference between the low bid and engineer's estimate on key #20343 – SH-97, Emergency Repair Milepost 76.9, District 1. The mobilization cost was presumably higher due to the remote location. The small quantities also contributed to the higher bid. The District does not believe re-advertising the project would result in lower bids, and recommends awarding the project. Low bidder: Razz Construction - \$229,813.

The main variances between the low bid and engineer's estimate on key #19794 – SH-57, Priest River Boat Access, District 1, were in the Granular Borrow, $\frac{3}{4}$ Aggregate for Base, Flagger Control, and Mobilization items. Staff believes the higher bid is due to the remote location of the project, the small quantities, the late bid time of the project, and the impact of the current construction activity in the region. The District does not believe re-advertising the project would result in lower bids, and recommends awarding the project. Low bidder: Clearwater Construction Inc. DBA Clearwater Western - \$385,827.

Information Items. 1) Contract Awards and Advertisements. Key #20003 – Local, FY19 Capital Maintenance, Phase 2. Low bidder: Central Paving Company, Inc. - \$1,666,487.

Key #22157 – US-95, Garwood Road to Farragut Park Pathway, District 1. Low bidder: National Native American Construction Inc. – \$1,966,392.

Key #20167 – STC-8533, Intersection Smith Avenue and Middleton Road Signal. Low bidder: Hawkeye Builders Inc. - \$448,656.

Key #19874 – I-84, Blacks Creek Road Interchange, District 3. Low bidder: Knife River Corporation – Mountain West - \$12,076,359.

The list of projects currently being advertised was provided.

2) Professional Services Agreements and Term Agreement Work Tasks Report. From June 27 through August 1, 44 new professional services agreements and work tasks were processed, totaling \$20,698,419. Four supplemental agreements to existing professional services agreements were processed during this period in the amount of \$564,391.

3) Speed Minute Entry Changes for July 2019. The following speed minute entry change was processed in District 5 in July:

<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-39	32.100	32.460	45	60

4) Administrative Settlements in Right of Way Acquisitions. From January 1 through June 30, 2019, the Right of Way Section processed 117 parcels in the amount of \$5,757,540. Of those, 24 parcels had administrative settlements totaling \$204,190.

5) Monthly Reporting of Federal Formula Program Funding through July. Idaho received obligation authority of \$309.4 million, which corresponds to \$308.4 million with match after a reduction for prorated indirect costs. Notice of the receipt of \$19.9 million of FY19 Highway Infrastructure General Funds was received in March. Idaho has received apportionments via notices through March 18, 2019 of \$341.2 million, including Redistribution of Certain Authorized Funds and Highway Infrastructure General Funds carried over from last year. Obligation authority is 90.7% of apportionments. Of the \$308.4 million allotted, \$26 million remains.

6) Return Check Report for FY19. During FY19, \$37,986,993 in checks were received, while 63 checks, or .58%, totaling \$220,752 were returned. Collection of returned checks equaled \$223,520 for an annual collection rate of 101.25%.

7) Summary of FY19 Budget vs. Actual Out-of-State Travel. FY19 out-of-state travel expenditures totaled \$423,824. The budgeted amount was \$368,280. In comparison, \$345,935 was spent on out-of-state travel in FY18 while \$368,280 was budgeted. In FY19, \$1,557,280 was budgeted for in-state travel while \$1,646,605 was expended. In FY18, \$1,579,781 was budgeted and \$1,538,724 was spent.

Director's Monthly Report on Activities. Director Ness thanked District 1 for the tour yesterday and its hospitality during his employee visits earlier in the week. He testified at a congressional subcommittee on research and technology meeting, noting the importance of research. The Department's research project on a new concrete mix to use in bridge construction resulted in a 90% cost reduction for this specialized concrete. He reported on other activities, including dedicating US-20 as the Medal of Honor Highway; staff participation in a Science, Technology, Engineering, Art, and Math event; a high school competition to promote seat belt usage; staff's exemplary service to clean up a mud slide on US-95; and a number of employee recognitions and awards.

Chief Deputy Scott Stokes said the Department is participating on several subcommittees of the Governor's Task Force on Broadband.

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

Chairman Moad thanked Director Ness and Chief Deputy Stokes for the reports. He also welcomed Representative Sage Dixon to the meeting.

Delegation – Boundary County Road and Bridge. Road and Bridge Acting Co-Superintendent Renee Nelson thanked the Board for the highway improvements, and the LHTAC and ITD staff members for their partnership. She mentioned a couple of bridge projects planned and commented on the need to address all of the deteriorating bridges throughout the state.

Chairman Moad thanked Acting Co-Superintendent Nelson for her remarks.

Delegation – City of Bonners Ferry. Mayor David Sims thanked the Board for its time, and for the improvements to US-95 in Bonners Ferry, which will increase safety and mobility. He also thanked the District for its support. As Director of Selkirk Pend Oreille Transit (SPOT), he expressed appreciation for the assistance the Public Transportation Office provides. He added that the transit agency is having difficulties hiring drivers because of its limited budget.

Chairman Moad thanked Mayor Sims for his comments.

Delegation – Bonner County Area Transportation Team (BCATT). BCATT Chairman Jeff Connolly welcomed the Board to northern Idaho and thanked it for its service to the state. He provided an overview on the Team and commended ITD and LHTAC for their partnership. He expressed appreciation for the improvements to US-95 and encouraged the Board to improve the section from Granite Hill to Cocolalla. He noted that funding is a challenge, but emphasized that the improvements to US-95 are important to enhance economic growth and improve safety.

George Eskridge, political liaison for BCATT, welcomed the Board to District 1. He thanked the Board for the various improvements to the transportation system, and added that although highways are the main focus, airports are very important, too. He acknowledged the funding shortfall and believes it is incumbent for the state to find solutions to fund its transportation system. Alternative funding mechanisms need to be explored because the state cannot rely on traditional revenue sources like the fuel tax and registration system. BCATT will support efforts to address the funding shortfall.

Vice Chairman Kempton noted the importance of groups like BCATT to advocate for and support efforts to increase transportation revenue, particularly by discussing these concerns with legislators.

Chairman Moad thanked BCATT Chairman Connolly and Mr. Eskridge for their comments.

Delegation – Independent Highway District. Commissioner Mel Bailey summarized the highway district's responsibilities. He mentioned some recent improvements made to its system, and the challenges to address the transportation needs. He also emphasized that SPOT has been very beneficial to the community.

Chairman Moad thanked Commissioner Bailey for his remarks.

Delegation – City of Sandpoint. Public Works Director Amanda Wilson thanked the Board for its time. She commended the District 1 employees for their exceptional customer service and partnership. She expressed appreciation for the US-95, Sand Creek Byway, noting the positive impacts to the community, downtown, and economy. She also expressed concern with the population growth and those impacts to the transportation system. The city is in the process of updating its long-range plan. She also acknowledged the value of BCATT and thanked LHTAC for its partnership.

Chairman Moad thanked Public Works Director Wilson for her remarks.

Delegation – City of Ponderay. Mayor Steve Geiger thanked the Board for its time, and welcomed Chairman Moad and Members Thompson and Hoff to the Board. He mentioned some recent improvements to the community, and thanked the District and LHTAC for their assistance. He also expressed concern with limited access to the city beach and said the city has been trying to secure grants for a railroad underpass project to access the beach.

Chairman Moad thanked Mayor Geiger for his comments.

Delegation – City of Kootenai. Mayor Nancy Lewis thanked the Board for its time. She mentioned recent improvements to the area and thanked ITD and LHTAC for the good working relationship. She also encouraged the Board to widen SH-200.

Chairman Moad thanked Mayor Lewis for her comments.

Delegation – City of Oldtown. Planner Bryan Quayle relayed Oldtown Mayor Lonnie Orr's regrets that he could not attend the meeting. The city has a great relationship with ITD and appreciates the recently completed overpass project. Now there is a concern with pedestrians crossing SH-41 near the overpass because of the limited sight distance. He requested assistance to address that safety concern.

Chairman Moad thanked Mr. Quayle for sharing the municipality's comments and said staff will look into the safety issue.

Delegation – City of Priest River. Mayor James Martin welcomed the Board to District 1, and echoed the other delegations' comments on the excellent working relationship with ITD and LHTAC. He summarized recent projects and encouraged the Board to consider improving US-2 because of the growth in the area. He acknowledged the many transportation needs throughout the state, the need for a stable funding source, and the importance of low-volume roads.

Chairman Moad thanked Mayor Martin for his remarks.

Delegation – Benewah County. Commissioner Phil Lambert thanked the Board for visiting Benewah County yesterday and for the improvements made to US-95. He expressed concern with the Department's policy to provide maintenance on non-commerce routes instead of major projects. He encouraged the Board to widen SH-3 on the dike and to realign a portion of

SH-5. He added that the intersection of US-95 and SH-5 also needs improving, and also acknowledged the concern with limited transportation revenue.

Chairman Moad thanked Commissioner Lambert for his comments.

Delegation – City of St. Maries. Mayor Tom Carver thanked the Board for visiting St. Maries yesterday and for the bridge projects. He requested lighting on the bridges, restoring access in that area, and re-installing the four-way stop at 10th Street.

Chairman Moad thanked Mayor Carver for addressing the Board.

Delegation – Shoshone County. Commissioner Mike Fitzgerald thanked the Board for the numerous improvements to the transportation system, especially the bridge projects on I-90. As chairman of the Association of Idaho Counties, he offered assistance with transportation issues. He also mentioned that he is on a subcommittee of the Task Force on Broadband and noted the importance of that issue.

Chairman Moad thanked Commissioner Fitzgerald for his comments.

Delegation – Kootenai Metropolitan Planning Organization (KMPO). Executive Director Glenn Miles thanked the Board for the improvements to the region's transportation system and for the scheduled projects. He summarized the area's growth and stressed the need to plan for the expected continued growth. He believes managing traffic will be instrumental, as we cannot build our way out of congestion, and recommended creating a regional traffic management center. In conclusion, he thanked the Board for its service and the District staff for its partnership.

Chairman Moad thanked Executive Director Miles for the informative report.

Delegation – Coeur d'Alene Chamber of Commerce. On behalf of the Coeur d'Alene businesses, Chief Executive Officer (CEO) Steve Wilson thanked the Board for its service and for the improvements to the transportation system. He noted concerns with congestion and the importance of a good transportation system for economic viability. He also expressed support for a sustained funding source for transportation and increasing transportation revenue.

Chairman Moad thanked CEO Wilson for his remarks.

Adopt-A-Highway (AAH) Presentation. Business Manager Drue Hatfield thanked the Bleeding Hearts Tattoo Emporium employees and the PotlatchDelta Wellness employees for participating in the AAH Program.

State FY19 Financial Statement. Controller Dave Tolman said revenues to the State Highway Account from all state sources finished the fiscal year ahead of projections by 3.6%. Total receipts from the Highway Distribution Account were 3.1% or \$6.7 million more than forecast. State revenues to the State Aeronautics Fund were ahead of projections by 19.4%, or \$530,000. Expenditures were within planned budgets. Personnel costs had savings of \$13.1

million or 10% prior to transferring \$10 million to operating expenditures and contract construction. The savings were due to reserves for horizontal career path increases, vacancies, and timing between a position becoming vacant and being filled. Contract construction cash expenditures were \$452.1 million for the fiscal year.

The balance of the long term investments was \$137.7 million at the end of June. These funds are obligated against construction projects and encumbrances. The cash balance was \$76.4 million. Expenditures in the Strategic Initiatives Program Fund through June were \$17.7 million, and deposits into the Transportation Expansion and Congestion Mitigation Fund were \$19.2 million.

GARVEE Financing Update. Controller Tolman elaborated on the Grant Anticipation Revenue Vehicle (GARVEE) Program financing. He summarized the enabling legislation and ITD's partnership with the Federal Highway Administration and the Idaho Housing and Finance Association. Ten bond series have been issued totaling \$999.7 million with interest. Each bond series has an 18 year maturity, callable after ten years. The weighted interest rate is 3.75%. The current payoff is July 2037 and the debt service is approximately \$62 million annually, or 20% of ITD's federal funds.

Chairman Moad thanked Controller Tolman for the reports.

August 2019 Revenue Forecast and FY21 Appropriation Request. Economist Bob Thompson presented the revised revenue forecast. The projected FY21 revenue from all sources is \$728.12 million, which is an increase from the projected revenue presented at the June workshop. He added that there is discussion of a potential recession towards the end of 2021, which would impact the Department's revenue.

Financial Manager (FM) Justin Collins submitted the proposed FY21 budget request. An FY20 supplemental request for spending authority of approximately \$1.2 million to implement House Bill 0179, including three positions, and for construction will be submitted. The total FY21 appropriation request is \$754,484,000 and 1,651 full-time positions. Highlights include an increase of \$1.15 million for a 1% change in employee compensation; \$29.8 million for replacement equipment; \$66.5 million for debt service; and 13 line items totaling \$80.2 million, with \$70.4 million in one-time costs.

Member DeLorenzo made a motion and seconded by Vice Chairman Kempton to approve the following resolution:

RES. NO. WHEREAS, the FY21 Idaho Transportation Department budget request will be
ITB19-30 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 FY21 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 22, 2019, as shown as Exhibit #514, which is made a part hereof with like effect, and authorizes the estimates and guidance provided to serve as the basis for the FY21 budget request submitted to the Division of Financial Management and Legislative Services Office.

Vice Chairman Kempton asked about the process to submit the budget. FM Collins said the budget needs to be submitted to the Division of Financial Management and Legislative Services Office by August 30. Those agencies will review the budget and communicate any concerns or issues.

The motion passed unanimously.

Chairman Moad thanked staff for the presentation.

Update on Public Comments Received for the Draft Idaho Transportation Investment Program (ITIP). Public Involvement Coordinator (PIC) Adam Rush presented the 26 comments received during the 30-day public comment period for the draft ITIP. A number of comments were submitted in support of efforts to reduce vehicle/wildlife collisions statewide. There were also some comments on specific projects.

Chairman Moad thanked PIC Rush for the information.

2019-2020 Administrative Rulemaking. Governmental Affairs Program Specialist (GAPS) Ramón Hobdey-Sánchez presented a number of rules that went through the negotiated rulemaking process. If the Board approves the revisions, the rules will proceed to the formal rulemaking process and be presented to the 2020 legislature. He added that if the rules are approved today, revisions can still be made before November.

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

RES. NO. WHEREAS, Idaho Transportation Department staff has presented eleven
ITB19-31 (11) administrative rulemakings for the 2020 legislative session; and

WHEREAS, the Department is supporting the Governor's Red Tape Reduction Act; and

WHEREAS, Department staff has negotiated and worked with stakeholders and interested parties; and

WHEREAS, the following ITD rule chapters have recommended changes:

- 39.02.03: Rules Governing Vehicle Dealer's Principal Place of Business
- 39.02.05: Rules Governing Issuance of Certificates of Title
- 39.02.22: Rules Governing Registration and Permit Fee Administration
- 39.02.42: Temporary Vehicle Registration When Proof of Ownership Is Insufficient

- 39.02.75: Rules Governing Names on Drivers' Licenses and Identification Cards
- 39.02.76: Rules Governing Driver's License Renewal-by-Mail
- 39.03.01: Rules Governing Definitions Regarding Special Permits
- 39.03.05: Rules Governing Special Permits – Oversize Non-Reducible
- 39.03.06: Rules Governing Special Permits for Extra-Length/Excess Weight Up to 129,000 Pound Vehicle Combinations
- 39.03.41: Rules Governing Traffic Control Devices
- 39.03.60: Rules Governing Outdoor Advertising; and

WHEREAS, these administrative rule changes were approved by the Division of Financial Management within the Idaho Governor's Office; and

WHEREAS, IDAPA 39.02.03 will have a temporary effective date of August 22, 2019.

NOW THEREFORE BE IT RESOLVED, that the Idaho Transportation Board approves of the changes made to these eleven (11) administrative rules which will be published in the Idaho Administrative Bulletin.

Chairman Moad thanked GAPS Hobdey-Sánchez for the presentation.

Executive Session on Personnel and Legal Issues. Member DeLorenzo made a motion to meet in executive session at 1:00 PM to discuss personnel and legal issues as authorized in Idaho Code Section 74-206(a), (b), and (c). Vice Chairman Kempton seconded the motion and it passed 4-0 by individual roll call vote.

The discussions on personnel matters related to the filling of a position and the performance of employees. The discussion on legal matters related to acquiring right-of-way.

The Board came out of executive session at 2:10 PM.

Division of Motor Vehicles (DMV) Update. Motor Vehicle Administrator (MVA) Alberto Gonzalez summarized DMV's accomplishments this past year. The modernization project is proceeding well and the transition from the mainframe should be completed soon. A concerted effort has been made to improve the relationship with DMV's partners, including conducting a county leadership conference, establishing regional county engagement teams, and establishing a standard on-boarding process and training. Other highlights include improvements to the title process, increased outreach with the Trucking Advisory Council and Idaho Trucking Association, and improved work flows and turn-around times.

MVA Gonzalez said legislation this past year, House Bill 0179, requires the Department to suspend vehicle registrations for uninsured motorists. ITD is requesting additional employees to oversee this program, which goes into effect on January 1, 2020. Efforts are also continuing to promote the REAL ID, or STAR, driver's license, and to consolidate rules.

Chairman Moad thanked MVA Gonzalez for the informative update.

Lakeland High School Public Service Announcement. Highway Safety Manager (HSM) John Tomlinson commended Lakeland High School for promoting highway safety. He recognized the drama teacher and students who created a public service announcement to discourage impaired driving.

North Idaho Driving Under the Influence (DUI) Task Force. HSM Tomlinson recognized Coeur d'Alene Police Officer and Law Enforcement Liaison (LEL) Nick Knoll for his valuable partnership and efforts to address highway safety. LEL Knoll elaborated on the North Idaho DUI Task Force and reported on the numerous events held throughout the year to combat impaired driving. He commended the various partners involved on the Task Force and said efforts are underway to expand it.

Chairman Moad thanked HSM Tomlinson and LEL Knoll for the presentations and for their work to enhance highway safety.

Local Rural Highway Investment Program (LRHIP) - Proposed Changes. Financial Planning & Analysis Manager (FP&AM) Joel Drake said LHTAC approached the Department about revising the LRHIP. ITD exchanges Local Federal-Aid Surface Transportation Program Rural apportionments for State Highway Account dollars. The exchange rate has not been updated in many years, so LHTAC would like to change the rate from .6167 to .80. It would also like to increase the federal cap from \$4,540,295 to \$5,000,000. FP&AM Drake said staff evaluated these changes and identified several options. Staff recommends modifying the exchange rate to .8 and increasing the federal funds cap to \$5,000,000. This would result in a net \$1,000,000 to ITD, but a net loss of \$1,000,000 to the locals.

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

RES. NO. WHEREAS, the Idaho Transportation Board authorizes the Director to exchange
ITB19-32 Local Federal-Aid apportionments for State Highway Account monies, thus
establishing the Local Rural Highway Investment Program; and

WHEREAS, Local Highway Technical Assistance Council (LHTAC) manages
this program; and

WHEREAS, the exchange rate for this program has not been reviewed in many
years and the current policy was last approved September 2013; and

WHEREAS, LHTAC has requested a review and consideration of the policy,
exchange, rates, and associated exchange monies; and

WHEREAS, staff evaluated the request, developed policy options, and identified
a recommended option; and

WHEREAS, staff recommends these changes with an effective date of October 1, 2020 to be reflected in the program update for the FY21-FY27 program update cycle beginning in calendar year 2020.

NOW THEREFORE BE IT RESOLVED, that the Idaho Transportation Board has reviewed the policy options and recommended options and approves policy option D (increase the exchange rate to 0.80, allow up to \$4,000,000 in state funds to be exchanged, and cap the federal funds at \$5,000,000), as shown as Exhibit #515, which is made a part hereof with like effect; and

BE IT FURTHER RESOLVED, that the Board directs staff to draft revisions to Board and Administrative Policies, 4030/5030, respectively, for its review; and

BE IT FURTHER RESOLVED, that the Board has reviewed and approves these changes with an effective date of October 1, 2020.

District 1 Report. DE Allen thanked the Board for visiting northern Idaho. He reported on performance metrics: 13 projects were delivered by September 30, 2018; the FY18 final construction cost of the contract award was 116%, which did not meet the goal of 95% to 105%; and the winter mobility metric of roads being clear of ice and snow was 86%. Construction on Stage I of the US-95, Garwood to Sagle GARVEE project started last month and Stage II should be under construction next year. He reported on efforts to address slides on US-95, innovations, and the emphasis on employee safety.

Chairman Moad thanked DE Allen for the report and for his leadership.

WHEREUPON, the Idaho Transportation Board's regular monthly meeting adjourned at 3:30 PM.

BILL MOAD, Chairman
Idaho Transportation Board

Read and Approved
_____, 2019
_____, Idaho

BOARD MEETING DATES

2019

October 17 – Boise
November 21 – Boise

December 12 – Boise

S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S
January X 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 (17) 18 19 20 21 22 23 24 25 26 27 28 29 30 31	February 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 (21) 22 23 24 25 26 27 28	March 31 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 (21) 22 23 24 25 26 27 28 29 30	April 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 (17) 18 19 20 21 22 23 24 25 26 27 28 29 30
May 1 2 3 4 5 6 7 8 9 10 11 12 13 14 (15) 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	June 30 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 (19) 20 21 22 23 24 25 26 27 28 29	July 1 2 3 X 5 6 7 8 9 10 11 12 13 14 15 16 (17) 18 19 20 21 22 23 24 25 26 27 28 29 30 31	August 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 (21) 22 23 24 25 26 27 28 29 30 31
September 1 X 3 4 5 6 7 8 9 10 (11) 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	October 1 2 3 4 5 6 7 8 9 10 11 12 13 X 15 16 (17) 18 19 20 21 22 23 24 25 26 27 28 29 30 31	November 1 2 3 4 5 6 7 8 9 10 X 12 13 14 15 16 17 18 19 20 (21) 22 23 24 25 26 27 28 29 30	December 1 2 3 4 5 6 7 8 9 10 11 (12) 13 14 15 16 17 18 19 20 21 22 23 24 X 26 27 28 29 30 31

2020

S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S
January X 2 3 4 5 6 7 8 9 10 11 12 13 14 15 (16) 17 18 19 X 21 22 23 24 25 26 27 28 29 30 31	February 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 X 18 19 (20) 21 22 23 24 25 26 27 28 29	March 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 (19) 20 21 22 23 24 25 26 27 28 29 30 31	April 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30

“X” = holiday

“-----” = conflicts such as AASHTO/WASHTO conferences (or Board/Director conflicts)

Other dates of interest:

September 23-25: Idaho Association of Counties’ Annual Conference – Boise

October 5-9: AASHTO annual meeting – St. Louis, MO

November 18-22: Idaho Association of Highway Districts’ Annual Conference – Boise

Action: Approve the Board meeting schedule.



Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date September 12, 2019

Consent Item ☐ Information Item ☒ Amount of Presentation Time Needed _____

Presenter's Name Dave Kuisti, P.E.	Presenter's Title Highways Construction & Operations	Initials DK	Reviewed By LSS
Preparer's Name Dana Dietz, P.E.	Preparer's Title Contracts Engineer	Initials DD	

Subject

Contract Awards and Advertisements		
Key Number	District	Route Number

Background Information

INFORMATION

The following table summarizes the contracts advertised since the start of the fiscal year by jurisdiction, along with those requiring Board approval to award and Board approval to reject.

The following page shows the ITD State Infrastructure Projects only listed by Summary of Cost and Summary of Contract Count

NOTE:

The tables show year to date summaries for both ITD and Local contracts bid. The attached charts are for ITD State Infrastructure Projects only. These ITD Contracts and the ITD project numbers do not match as there are times that multiple projects are companioned and bid and awarded as one contract.

Year to Date Summary (10/1/18 to 8/26/19)					
Contracts Bid		Contracts Requiring Board Approval to Award		Contracts Requiring Board Approval to Reject	
ITD	Local	ITD	Local	ITD	Local
62	26	15	9	4	4

RECENT ACTIONS

In accordance with board policy 4001, Staff has initiated or completed action to award the contracts listed on the attached report.

The following table summarizes the Contracts awarded (requiring no Board action) since the last Board Agenda Report.

Contracts Awarded with no action from the Board 8/6/19 to 8/26/19	
ITD	Local
4	0

FUTURE ACTIONS

The Current Advertisement Report is attached.

Recommendations

For Information Only.

Board Action

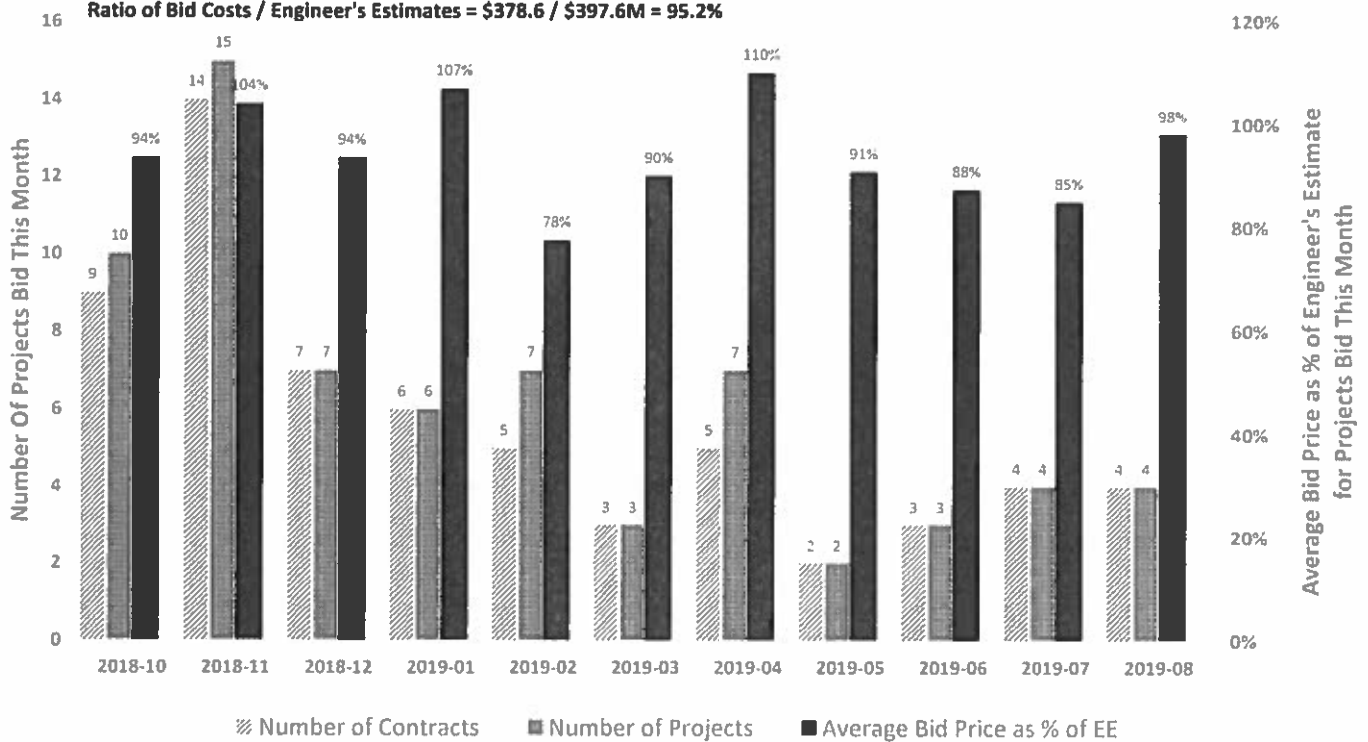
☐ Approved ☐ Deferred _____

☐ Other _____

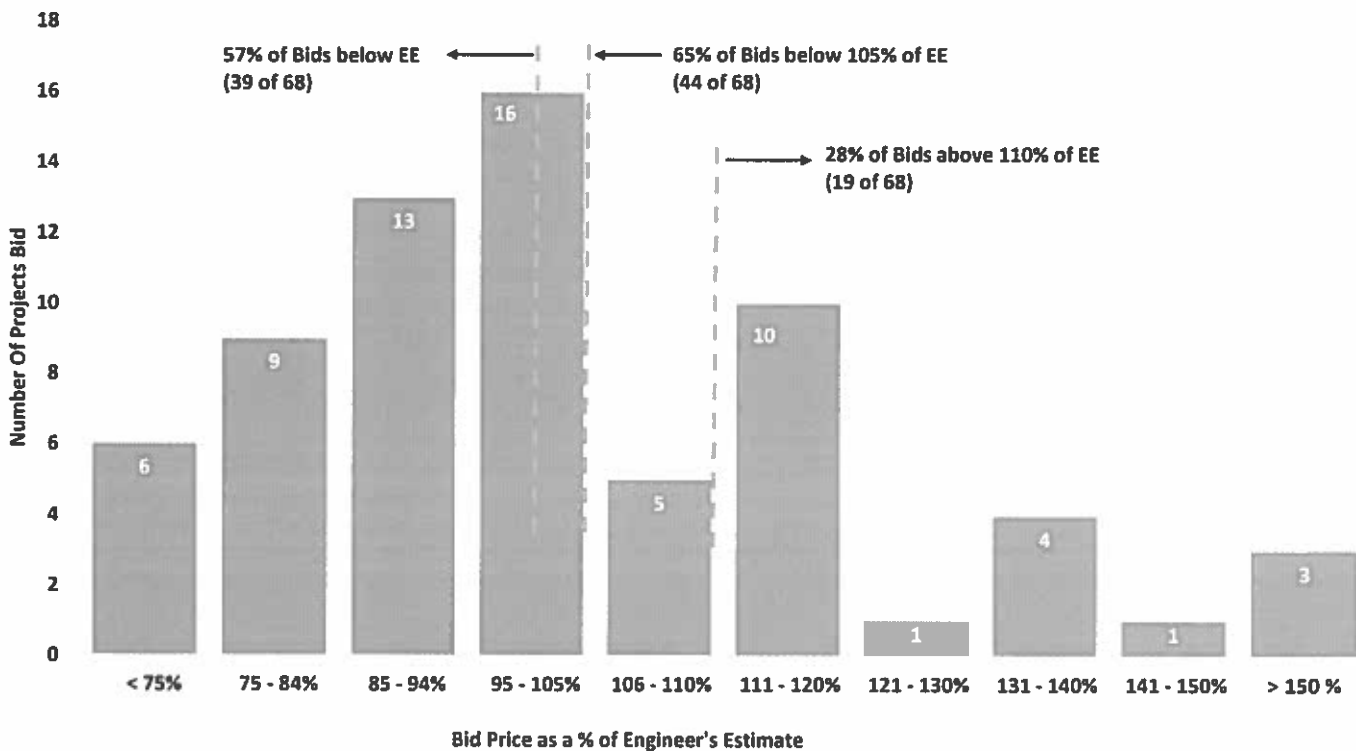
FFY19 State Infrastructure Project Bid Results: YTD Summary By Cost
68 Projects YTD through August 23, 2019

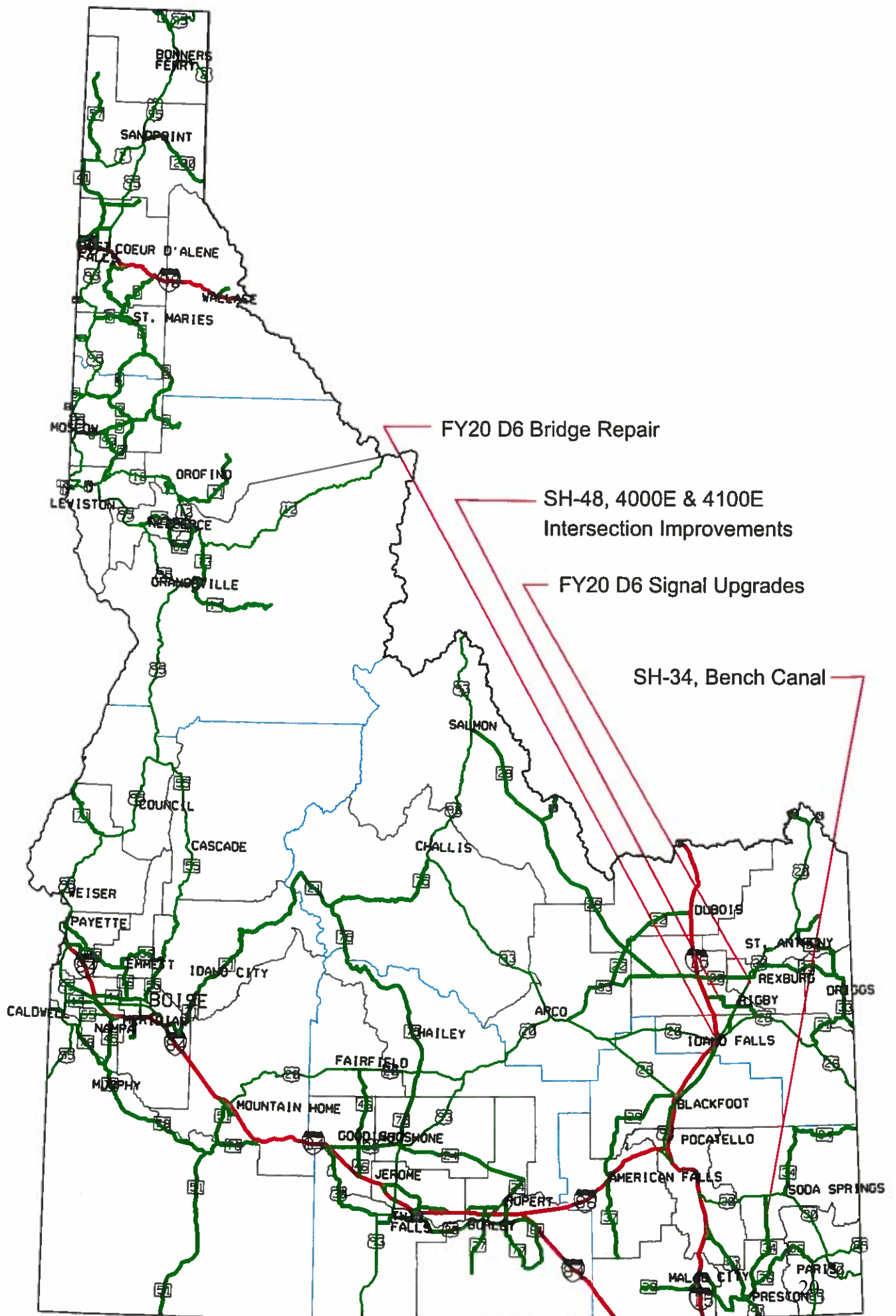
YTD Total for all 68 projects:

Ratio of Bid Costs / Engineer's Estimates = \$378.6 / \$397.6M = 95.2%



FFY19 State Infrastructure Project Bid Results: YTD Summary By Contract Count
68 Projects YTD through August 23, 2019





Monthly Status Report to the Board

CONTRACT(S) ACCEPTED BY STAFF SINCE LAST BOARD MEETING

District	Key No.	Route	Opening Date	No. of Bids	Eng. Est.	Low Bid	Net +/- % of EE
6	19040	SH-48	8/6/2019	3	\$901,772.85	\$868,669.69	(\$33,103.16) 96%
SH-48, 4000E and 4100E Intersection Improvements					State		
Contractor: Depatco Inc.							

District	Key No.	Route	Opening Date	No. of Bids	Eng. Est.	Low Bid	Net +/- % of EE
6	20118	OFF SYS	8/13/2019	3	\$391,063.00	\$414,760.29	\$23,697.29 106%
FY20 D6 Signal Upgrade, Bridge St. & Main St.					State		
Contractor: Mountain West Electric Inc.							

District	Key No.	Route	Opening Date	No. of Bids	Eng. Est.	Low Bid	Net +/- % of EE
6	19472	OFF SYS	8/20/2019	4	\$2,311,658.45	\$2,222,222.22	(\$89,436.23) 96%
FY20 D6 Bridge Repair					Federal		
Contractor: The Truesdell Corporation							

District	Key No.	Route	Opening Date	No. of Bids	Eng. Est.	Low Bid	Net +/- % of EE
5	19924	SH-34	8/20/2019	3	\$526,768.00	\$551,855.63	\$25,087.63 105%
SH-34, Bench Canal					Federal		
Contractor: Coldwater Group Inc.							

Monthly Contract Advertisement As of 8-26-2019

District	Key No.	Route	Bid Opening Date
1	20341	US-95	8/27/2019
US-95, Emergency Repair MP 518.4 \$500,000 to \$1,000,000			Federal

District	Key No.	Route	Bid Opening Date
4	19086	US-30	8/27/2019
US-30, N 400 W to Parke Ave. Burley \$10,000,000 to \$15,000,000			Federal

District	Key No.	Route	Bid Opening Date
6	19499	SH-48	9/10/2019
SH-48, Rigby to Ririe \$500,000 to \$1,000,000			Federal

District	Key No.	Route	Bid Opening Date
1	18896	I-90B	9/10/2019
I-90B, Old US-10 Wall Repair, Wallace \$1,000,000 to \$2,500,000			Federal

District	Key No.	Route	Bid Opening Date
2	20265	US-95	9/10/2019
FY21 D2 Sealcoats \$1,000,000 to \$2,500,000			State

District	Key No.	Route	Bid Opening Date
4	18737	US-93	9/10/2019
US-93, 200 South Road \$5,000,000 to \$10,000,000			State

District	Key No.	Route	Bid Opening Date
2	19673	SH-3	9/10/2019
SH-3, North of Bovill, Potlatch River Bridge \$1,000,000 to \$2,500,000			State

District	Key No.	Route	Bid Opening Date
6	19879	OFF SYS	9/10/2019
FY21 D6 Signal Upgrades \$100,000 to \$500,000			State

District	Key No.	Route	Bid Opening Date
LHTAC(6)	18995	OFF SYS	9/10/2019
STC-7486, 12th Street/Idaho Canal Bridge, Idaho Falls \$1,000,000 to \$2,500,000			Federal

District	Key No.	Route	Bid Opening Date
ACHD(3)	20091	OFF SYS	9/17/2019
FY19 Capital Maintenance,Phase 3, ACHD \$250,000 to \$500,000			Federal

District	Key No.	Route	Bid Opening Date
4	19413	I-84	9/24/2019
FY20 Bridge Repair \$1,000,000 to \$2,500,000			Federal

District	Key No.	Route	Bid Opening Date
1	19188	I-90	9/24/2019
I-90, Pennsylvania Avenue Opass, CDA \$5,000,000 to \$10,000,000			Federal

District	Key No.	Route	Bid Opening Date
4	19404	SH-75	10/1/2019
I-90, Pennsylvania Avenue Opass, CDA \$2,500,000 to \$5,000,000			Federal



Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date September 12, 2019

Consent Item ☐ Information Item ☒ Amount of Presentation Time Needed _____

Presenter's Name Monica Crider, P.E.	Presenter's Title Contracting Services Engineer	Initials MC	Reviewed By LSS
Preparer's Name Mike Cram	Preparer's Title Project Manager	Initials MWC	

Subject

REPORT ON PROFESSIONAL SERVICES AGREEMENTS AND TERM AGREEMENT WORK TASKS		
Key Number N/A	District N/A	Route Number N/A

Background Information

For all of ITD:

Consultant Services processed twenty-four (24) new professional services agreements and work tasks totaling **\$4,241,195** and five (5) supplemental agreements to existing professional services agreements totaling **\$341,605** from August 2, 2019 through August 22, 2019.

New Professional Services Agreements and Work Tasks

<i>Reason Consultant Needed</i>	<i>District</i>								<i>Total</i>
	1	2	3	4	5	6	HQ		
Resources not Available									
Design				1	1				2
Environmental		1				1			2
Public Involvement			2						2
Geotechnical				1					1
Traffic									
Surveying	1			1	2	2			6
Construction			3			1			4
Bridge				1			1		2
Local Public Agency Projects	1	0	2	0	1	1	0		5
Total	2	1	7	4	4	5	1		24



Board Agenda Item

ITD 2210 (Rev. 10-13)

For ITD District Projects:

Nineteen (19) new professional services agreements and work tasks were processed during this period totaling **\$3,504,171**. Three (3) supplemental agreements totaling **\$220,201** were processed.

District 1

<i>Project</i>	<i>Reason Consultant Needed</i>	<i>Description</i>	<i>Selection Method</i>	<i>Consultant</i>	<i>Amount</i>
I-90, Blue Creek Bay Bridge, Kootenai Co	Resources not available: surveying	LIDAR Surveying Services	Direct from Term Agreement	David Evans & Associates (DEA)	\$8,500

District 2

<i>Project</i>	<i>Reason Consultant Needed</i>	<i>Description</i>	<i>Selection Method</i>	<i>Consultant</i>	<i>Amount</i>
US-95, Thorn Creek to Moscow, Ph 1	Resources not available: environmental	Environmental re-evaluation required by the US Army Corps of Engineers	Direct from Term Agreement	Resource Planning Unlimited	\$5,360

District 3

<i>Project</i>	<i>Reason Consultant Needed</i>	<i>Description</i>	<i>Selection Method</i>	<i>Consultant</i>	<i>Amount</i>
SH-55, Payette River Bridge, Horseshoe Bend	Resources not available: construction	Construction engineering, inspection, sampling & testing	Individual Project Solicitation	HMH LLC	\$875,756
SH-55, Payette River Bridge, Horseshoe Bend	Resources not available: construction	Engineer of record services during construction	Individual Project Solicitation	Six Mile Engineering	\$23,905
SH-19, OR state line to Caldwell, Corridor Plan	Resources not available: public involvement	Public involvement services	Direct from Term Agreement	Rosemary Brennan Curtin, Inc.	\$20,555



Board Agenda Item

ITD 2210 (Rev. 10-13)

I-84, Blacks Creek Rd Interchange, Ada Co	Resources not available: construction	Construction engineering, inspection, sampling & testing	RFI from Term Agreement	HMH LLC	\$476,927
US-20, Parma to Caldwell, Corridor Plan	Resources not available: public involvement	Public involvement services	Direct from Term Agreement	Rosemary Brennan Curtin, Inc.	\$3,800

District 4

<i>Project</i>	<i>Reason Consultant Needed</i>	<i>Description</i>	<i>Selection Method</i>	<i>Consultant</i>	<i>Amount</i>
I-84, Declo POE Eastbound & Westbound, Cassia Co	Resources not available: design	Port of entry design, Ph II: preliminary & final roadway and architectural design	Individual Project Solicitation	Stanley Consultants	Prev: \$ 683,000 This: \$1,095,174 Total: \$1,778,174 Board approved \$1.8M during April 2019 meeting
FY17 D4 Materials Reconnaissance	Resources not available: geotechnical	Geotechnical engineering services	Direct from Term Agreement	Innovate Geotechnical PLLC	\$41,825
US-93, Perrine Bridge Asset Plan	Resources not available: bridge	Bridge inspection services	RFI from Term Agreement	Wiss, Janney, Elstner Associates	\$345,112
SH-75, Ketchum to N Fork Campground Rd, Blaine Co	Resources not available: surveying	Completion of surveying for the project	RFI from Term Agreement	CH2M Hill	Prev: \$186,590 This: \$ 30,000 Total: \$216,590

District 5

<i>Project</i>	<i>Reason Consultant Needed</i>	<i>Description</i>	<i>Selection Method</i>	<i>Consultant</i>	<i>Amount</i>
State, FY20 D5 Value Planning Studies	Resources not available: design	Value planning study	Direct from Term Agreement	J-U-B Engineers	\$82,324
US-91, FY24 Park Lawn to Siphon Rd, Chubbuck	Resources not available: surveying	Surveying services	Direct from Term Agreement	Dioptra LLC	\$65,222



Board Agenda Item

ITD 2210 (Rev. 10-13)

State, FY19 D5 Monument Preservation	Resources not available: surveying	Survey monument preservation	RFI from Term Agreement	Wade Surveying	\$95,000
--------------------------------------	------------------------------------	------------------------------	-------------------------	----------------	----------

District 6

<i>Project</i>	<i>Reason Consultant Needed</i>	<i>Description</i>	<i>Selection Method</i>	<i>Consultant</i>	<i>Amount</i>
SH-33, FY24 Junction US 20 (Interchange 333), Rexburg	Resources not available: surveying	Surveying services	Direct from Term Agreement	DEA	\$90,486
US-20, Thorton Interchange Environmental Monitoring, Madison Co	Resources not available: environmental	Environmental monitoring	RFI from Term Agreement	Rocky Mt Environmental	\$58,318
Various - Lemhi, Fremont, Bonneville Co	Resources not available: construction	Construction materials testing	RFI from Term Agreement	Strata	Prev: \$ 25,700 This: \$ 89,356 Total: \$115,056
NHS-7726, FY24 Junction University Blvd (Interchange 332), Rexburg	Resources not available: surveying	Surveying services	Direct from Term Agreement	DEA	\$90,486

Headquarters

<i>Project</i>	<i>Reason Consultant Needed</i>	<i>Description</i>	<i>Selection Method</i>	<i>Consultant</i>	<i>Amount</i>
State, FY19 State Highway System Bridge Inspection	Resources not available: bridge	Bridge inspection	Individual Project Solicitation	Extreme Access	\$6,065

Supplemental Agreements to Existing ITD Professional Service Agreements

<i>District</i>	<i>Project</i>	<i>Consultant</i>	<i>Original Agreement Date/Description</i>	<i>Supplemental Agreement Description</i>	<i>Total Agreement Amount</i>
2	US-12, 18 th St to Clearwater River Bridge, Lewiston	Horrocks Engineers	1/19 Construction engineering, inspection, sampling & testing services	Add'l CEI services	Prev: \$589,600 This: \$ 68,593 Total: \$658,593



Board Agenda Item

ITD 2210 (Rev. 10-13)

3	US-20/26, Chinden: Locust Grove to Eagle	Parametrix	3/18 Roadway design, phase II: completion of design through PS&E	Add'l PS&E tasks: asbestos/lead paint testing, illumination design, staging/traffic control changes, right- of-way acquisition services	Prev: \$1,643,500 This: \$ 29,012 Total: \$1,672,512 Board approved \$2.5M during August 2018 meeting
6	US-20, Chester to Ashton US-20, Sheep Falls to Island Park Lodge, Fremont Co	CH2MHill	11/17 Environmental & permitting services: Phase II	Add'l underground storage tank and Ute Ladies' Tresses surveys	Prev: \$1,664,300 This: \$ 122,596 Total: \$1,786,896 Board approved \$1.8M during October 2017 meeting

For Local Public Agency Projects:

Five (5) new professional services agreements totaling **\$737,024** were processed during this period. Two (2) supplemental agreements totaling **\$121,404** were processed.

<i>Project</i>	<i>Sponsor</i>	<i>Description</i>	<i>Selection Method</i>	<i>Consultant</i>	<i>Amount</i>
Off system, E Canyon Rd Guardrail, Eastside Highway District STC-5737, E Hayden Lake Rd, Lakes Highway District STC-5801, Crossport Rd & Cow Creek Rd Guardrail	LHTAC	Construction engineering, inspection, sampling & testing services	Local Project Direct from Term Agreement	DEA	\$98,181
Local, FY19 Capital Maintenance, Ph 1	Ada County Highway District	Construction engineering, inspection,	Local Project RFI from Term Agreement	Keller Associates	\$265,217



Board Agenda Item

ITD 2210 (Rev. 10-13)

		sampling & testing services			
Local, FY19 Capital Maintenance, Ph 2	Ada County Highway District	Construction engineering, inspection, sampling & testing services	Local Project RFI from Term Agreement	HMH LLC	\$135,140
SMA-7531, Groveland Rd; SH-39 to US -26 / Pioneer Rd	Bingham County	Construction engineering, inspection, sampling & testing services	Local Project RFI from Term Agreement	Keller Associates	\$225,664
Off sytem, E 1300 N, Ora Bridge	Fremont County	Historical mitigation services	Local Project Direct from Term Agreement	TAG Historical Research & Consulting	\$12,822

Supplemental Agreements to Existing Local Professional Services Agreements

<i>District</i>	<i>Project</i>	<i>Consultant</i>	<i>Original Agreement Date/Description</i>	<i>Supplemental Agreement Description</i>	<i>Total Agreement Amount</i>
3	SMA-7169, Intersection of Linder & Deer Flats Rds, Kuna	Parametrix	3/16 Preliminary Design through PS&E	Add'l design services necessary for PS&E	Prev: \$484,000 This: \$ 35,426 Total: \$519,426
3	STC-7787, Old Hwy 30: W Plymouth St Bridge, Canyon Co	Forsgren Associates	11/17 Bridge/roadway design Ph II: preliminary and final design services	Ethnographic study	Prev: \$ 1,936,900 This: \$ 85,978 Total: \$ 2,022,878 Board approved \$2.1M during July 2019 meeting

Recommendations

For Information Only

Board Action

☐ Approved ☐ Deferred _____
☐ Other _____



Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date September 11 & 12

Consent Item ☐ Information Item ☒ Amount of Presentation Time Needed N/A

Presenter's Name Kevin Sablan	Presenter's Title DTS Engineer	Initials KS	Reviewed By LSS
Preparer's Name Kevin Sablan	Preparer's Title DTS Engineer	Initials KS	

Subject

Update on the 80 mile per hour speed zones, I-15, I-84, and I-86		
Key Number	District	Route Number I-15, I-84, I-86

Background Information

In the spring of 2014, during the legislative session, the Idaho legislature revised Idaho Code 49-654(2)(ii), "Basic Rule and Maximum Speed Limits," granting the Idaho Transportation Department authority to raise interstate speed limits to 80 mph if it was supported by an engineering and traffic study demonstrating that the increase would be in the public interest. Such an increase, by Code, requires approval by the ITD Board.

Following the lead of the legislature's actions, Districts 3, 4, 5, & 6 evaluated the speed limits along the rural corridors of Interstates 15, 84, & 86. The Districts found that raising the existing 75 mph speed limits to 80 mph along these corridors was appropriate and in the public interest. And that summer, with the Board's concurrence, ITD implemented the 80 mph speed zones that exist today on Interstates 15, 84, & 86. Operating conditions under the posted 75 mph speed limits were as follows:

- 85th percentile speeds along these rural interstate corridors was 80 mph. The 85th percentile speed is the speed that 85% of motorists travel at or below.
- Differential speeds between passenger and heavy vehicles averaged 9.7 mph (8.9 mph on I-15, 11.2 mph on I-84, & 9.1 mph on I-86). So on average, passenger vehicle were travelling 10 mph faster than trucks along these rural corridors.

During the first year under 80 mph speed limits, Design/Traffic Services monitored these corridors, keeping the Board apprised of their operating conditions. As anticipated, 85th percentile speeds increased to around 82.5 mph; a 3 mph rise from the 80 mph conditions under 75 mph speed limits. The differential speeds between cars and trucks remained about the same at around 10 mph. With respect to the crash experience along these corridors, there was not a spike in crashes that pointed to operational issues with increasing the speed limit to 80 mph.

For the past year (2018 ~ 2019), the following operational conditions have been observed along the 80 mph corridors:

- 85th percentile speeds have remained steady at around 83.6 mph (83.7 mph on I-15, 83.1 mph on I-84, and 83.9 mph on I-86)
- Differential speeds between cars and trucks is around 10.6 mph (11.1 mph on I-15, 11 mph on I-84, and 9.8 mph on I-86)
- The number and the frequency of crashes in Idaho has been increasing in recent years, however this trend stretches across the entire interstate system within the state and is not indicative of an



Board Agenda Item

ITD 2210 (Rev. 10-13)

issue with raising speed limits on the interstate to 80 mph. Although crash numbers are on an increasing trend, during the past year some 2018 figures within the 80 mph corridors dropped compared to 2017 data:

- Total crashes and crash rates on Interstates 15 & 86 decreased in 2018 compared to 2017
- Fatal and serious injury crashes and crash rates on Interstates 15 & 84 decreased in 2018 compared to 2017

With the observed vehicle operations and crash history since implementing 80 mph speed limits remaining relatively unchanged from prior conditions, 80 mph speed zones along the rural corridors of Interstates 15, 84, & 86 remain appropriate and should remain in place.

Recommendations

Maintain the 80 mph speed zones.

Board Action

☐ Approved ☐ Deferred _____
☐ Other _____



**Your Safety • Your Mobility
Your Economic Opportunity**

Speed Limits on Idaho Interstate Highways

*Effects of the 80 mph Speed Limit Change on
Interstates 15, 84, and 86*

Updated 8/26/2019

Table of Contents

Executive Summary	1
Interstate Speed Zones and Monitored Locations.....	2
Interstate 15.....	2
Interstate 84.....	2
Interstate 86.....	3
Interstate 90.....	3
Eighty-fifth Percentile Speeds of All Vehides.....	3
Differential Speeds Between Light and Heavy Vehides.....	8
Crash Information.....	10
Number of Crashes	10
Crash Rates	13

Executive Summary

In July of 2014, the Idaho Transportation Department raised the speed limit on rural sections of Interstate Highways 15, 84, & 86 from 75 mph to 80 mph based on observed 85th percentile speeds of all vehicles. Since implementation, Design/Traffic Services has been monitoring these 80 mph corridors, keeping check on operating speeds and crashes. The following observations have been made since the speed limits were changed:

- During the period immediately following implementation of the 80 mph speed limits, 85th percentile speeds increased to around 82.5 mph, representing a 3 mph rise from the 80.0 mph conditions when posted at 75 mph. Since that initial transition period, the observed 85th percentile speeds have remained steady at around 83.5 mph for all routes. The current average 85th percentile speeds along the 80 mph corridors are: 83.7 mph on I-15, 83.1 mph on I-84, and 83.9 mph on I-86. The average 85th percentile speeds prior to increasing the speed limit from 75 to 80 mph were: 80.3 mph on I-15, 79.7 mph on I-84, and 79.6 mph on I-86.
- The before and after differential speeds between light and heavy vehicles has increased slightly with a 11 mph average under 80 mph conditions (11.1 mph on I-15, 11 mph on I-84, and 9.8 mph on I-86) as compared to 9.7 mph with the speed limit at 75 mph (8.9 mph on I-15, 11.2 mph on I-84, and 9.1 mph on I-86); an average increase of 1.3 mph in differential speeds between cars and trucks.
- There has been an increasing trend in the number of crashes in Idaho. However the trend stretches across both rural interstate corridors (posted at 80 mph corridors) and rural non-interstate routes (corridors posted less than 80 mph), and is not indicative of an issue with the change to posted 80 mph speed limits. In addition, the interstates are experiencing higher traffic volumes. Under these conditions, the frequency of crashes is also trending higher; this is the case for both interstate and non-interstate routes and is not unique to the 80 mph corridors. However, even under an increasing trend, these 80 mph corridors operate at a higher level (speed and volumes) while experiencing a significantly lower frequency of crashes than rural non-interstate routes.

The observed vehicle speeds and crash experience since raising the speed limit on these routes, indicates operations have remained relatively unchanged from prior conditions and that the higher 80 mph speed limit is appropriate and should remain unchanged at this time.

Interstate Speed Zones and Monitored Locations

In 2014, the Idaho Legislature modified state statute to allow the Idaho Transportation Board to raise Interstate speed limits up to 80 miles per hour (mph) and other highways to 70 mph. With the new legislation, the Idaho Transportation Department (ITD) initiated engineering studies to evaluate data collected on rural segments of Interstate highways. The results of the study indicated that an 80mph speed limit was appropriate for Interstate highways 15, 84, and 86. The speed limits were not changed on Interstate 90 and the data indicated that a speed limit increase on that highway was not necessary. In July 2014, with the approval of the Idaho Transportation Board, the posted speed limits on the rural sections of Interstate highways 15, 84, and 86 were raised to 80 mph with truck speed limits of 70 mph.

Since the change, vehicle speeds have been continuously monitored by automatic traffic recorder stations at seventeen locations covering sections of the Interstate Highways where the speed limit was raised. Speed data has been collected for all vehicles and has been further separated into speed data for passenger cars and heavy vehicles. Speed data for all vehicles on Interstate 90 has also been collected and monitored.

Interstate 15

80 mph speed limit signs are posted from the Utah border to milepost 66.78 in Pocatello, from milepost 73.655 near Chubbuck to milepost 117.757 in Idaho Falls, and from milepost 119.69 in Idaho Falls to the Montana border at milepost 196.

Vehicle speeds in the sections signed with 80 mph speed limits are continuously being monitored by the following automatic traffic recorder stations along Interstate 15:

- Malad – Milepost 1.965, 0.6 miles south of Woodruff Interchange
- Marsh Valley – Milepost 24.37, 6.5 miles south of the junction with SH-40
- South Pocatello – Milepost 61.87, 1.2 miles southeast of Portneuf Interchange
- Rose Road – Milepost 96.06, 1.6 miles south of Rose-Firth Interchange
- New Sweden – Milepost 114.645, 0.15 miles north of New Sweden School Road underpass
- Roberts – Milepost 132.78, 1.8 miles south of the junction with SH-48
- Spencer – Milepost 176, 4.4 miles south of Spencer Interchange

Interstate 84

80 mph speed limit signs are posted on Interstate 84 from the Oregon border to mileposts 25.5 near Caldwell and then from milepost 55 in southeast Boise to the Utah border at milepost 275.65.

Vehicle speeds in the sections signed with 80 mph speed limits are continuously being monitored by the following automatic traffic recorder stations along Interstate 84:

- Black Canyon – Milepost 15.1, 2.2 miles southeast of Black Canyon Interchange
- Sand Hollow – Milepost 19.1, 1.8 miles southeast of Sand Hollow Interchange
- Jerome – Milepost 159.23, 2.6 miles east of the junction with SH-46
- East Jerome – Milepost 170.88, 2.133 miles west of US-93 overpass

- Yale Road – Milepost 227.58, 0.4 miles northwest of SH-81
- Sweetzer – Milepost 257.424, 3.6 miles southeast of Sweetzer Road Interchange

Interstate 86

80 mph speed limit signs are posted for nearly the length of Interstate 86 from its interchange with Interstate 84 to milepost 61.288 in Chubbuck.

Vehicle speeds in the sections signed with 80 mph speed limits are continuously being monitored by the following automatic traffic recorder stations along Interstate 86:

- Raft River – Milepost 14.41, 0.4 miles east of Raft River Interchange
- Arbon Valley – Milepost 50.859, 1.63 miles west of Arbon Valley Interchange
- Pocatello Airport – Milepost 56.4, 1.7 miles west of US-30 Interchange

Interstate 90

The speed limits on Interstate 90 have remained between 55 and 75 mph. Vehicle speeds are continuously being monitored by the following automatic traffic recorder stations along Interstate 90:

- Post Falls – Milepost 6.16, 1.0 mile west of the junction with SH-41
- Huetter – Milepost 8.62, 1.0 mile east of the junction with SH-41
- Dudley – Milepost 35.59, 1.6 miles east of the junction with SH-3
- Mullan – Milepost 69.31, 0.4 miles east of East Mullan Interchange

Eighty-fifth Percentile Speeds of All Vehicles

The most commonly used method to set speed limits is to perform an engineering study where the eighty-fifth percentile speed is determined by observing free-flowing traffic speeds. The speed limit is then set at the eighty-fifth percentile speed. The eighty-fifth percentile speed means that eighty-five percent of all vehicles are traveling at that speed or slower. The speed limits on rural sections of Interstates 15, 84, and 86 were raised based on observations of the eighty-fifth percentile speeds.

Figures 1 through 3 show the observed eighty-fifth percentile speeds for all vehicles on Interstates 15, 84, and 86 before and after the change in the posted speed limit. The before speeds were observed between January 2011 and June 2014. The after speeds were observed between August 2014 and June 2019. The observed speeds have been averaged where more than one year of data are available. Figure 4 shows the observed eighty-fifth percentile speeds for all vehicles observed on Interstate 90 since January 2011.

The eighty-fifth percentile speeds for all vehicles on Interstates 15, 84, and 86 have thus far been observed to increase by approximately three to four mph. The current average 85th percentile speeds along the 80 mph corridors are: 83.7 mph on I-15, 83.1 mph on I-84, and 83.9 mph on I-86. The average 85th percentile speeds prior to increasing the speed limit from 75 to 80 mph were: 80.3 mph on I-15,

79.7 mph on I-84, and 79.6 mph on I-86.

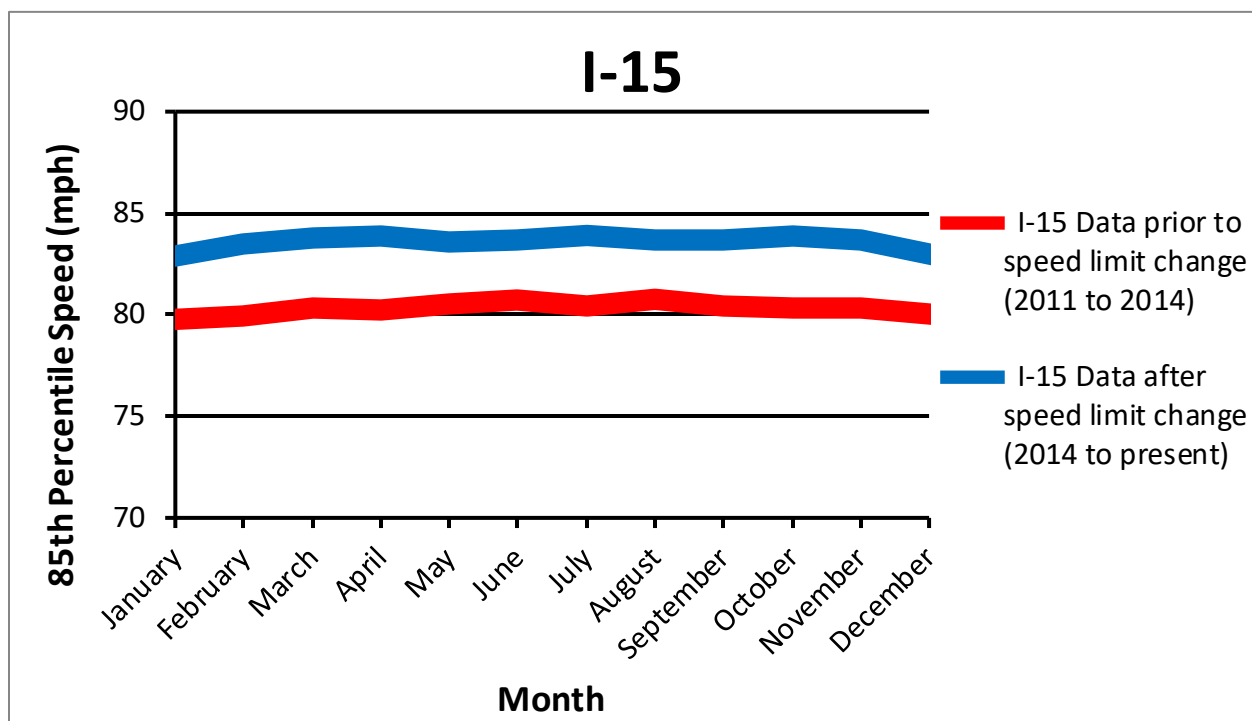


Figure 1 Interstate 15 Speeds

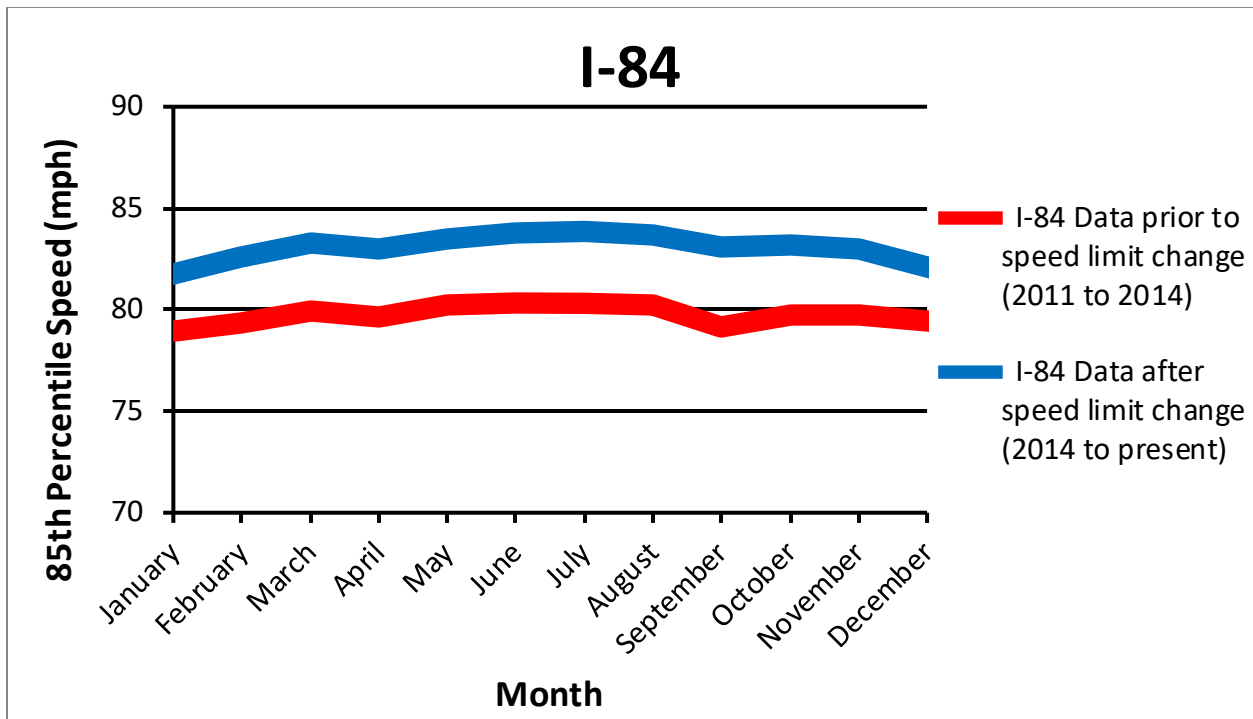


Figure 2 Interstate 84 Speeds

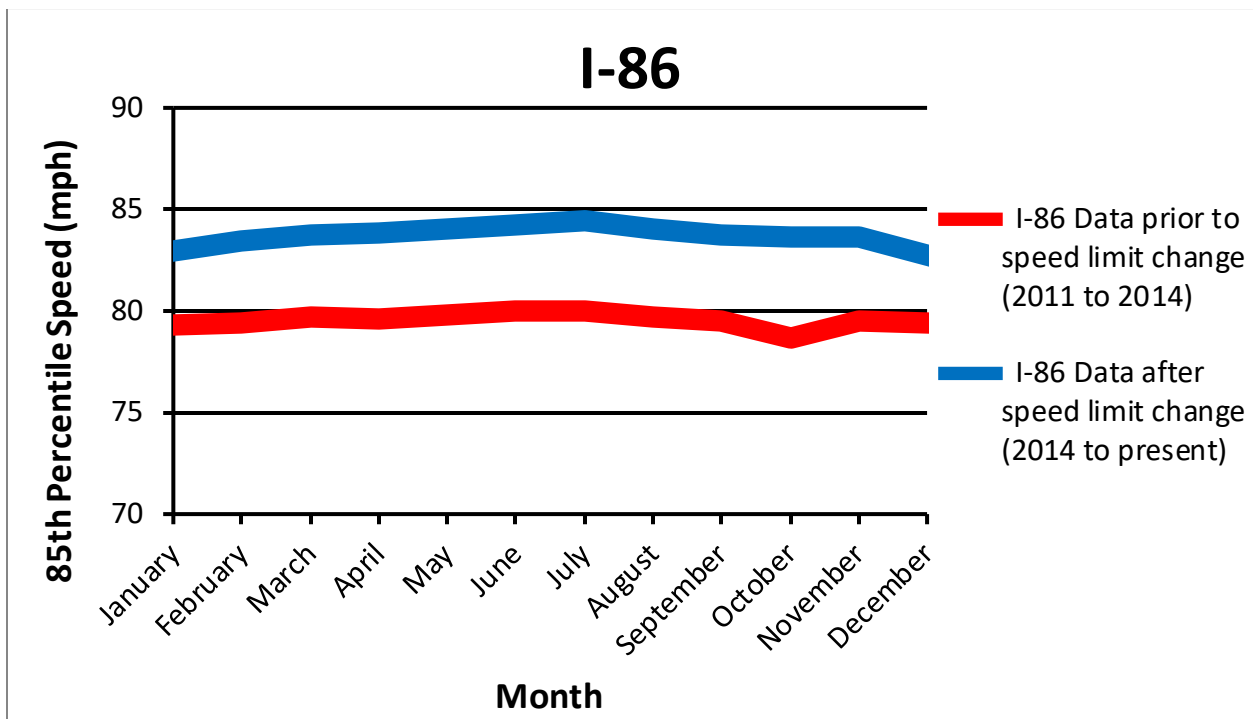


Figure 3 Interstate 86 Speeds

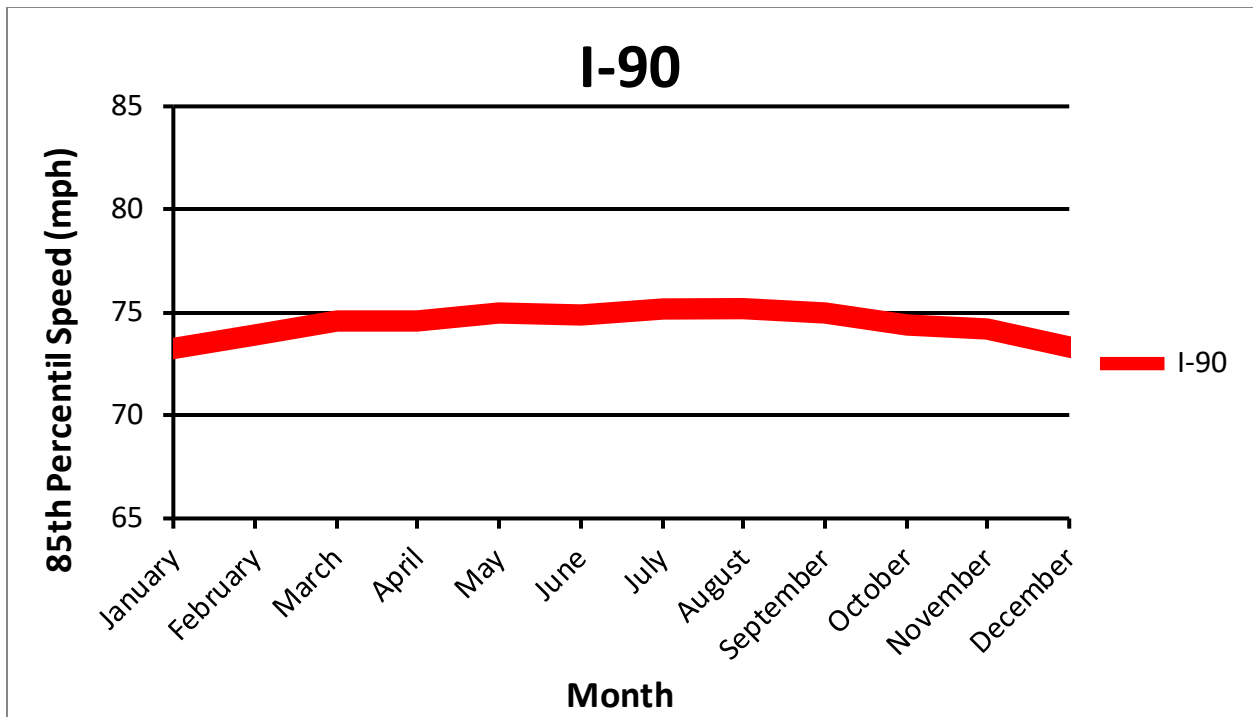


Figure 4 Interstate 90 Speeds

Figure 5 through 7 show a chronology of interstate speeds since January 2011. The break in the line at July 2014 indicates when the posted speed limit was changed. The statewide winter storms in December 2016 and January 2017 influenced a temporary drop in the eighty-fifth percentile speeds.

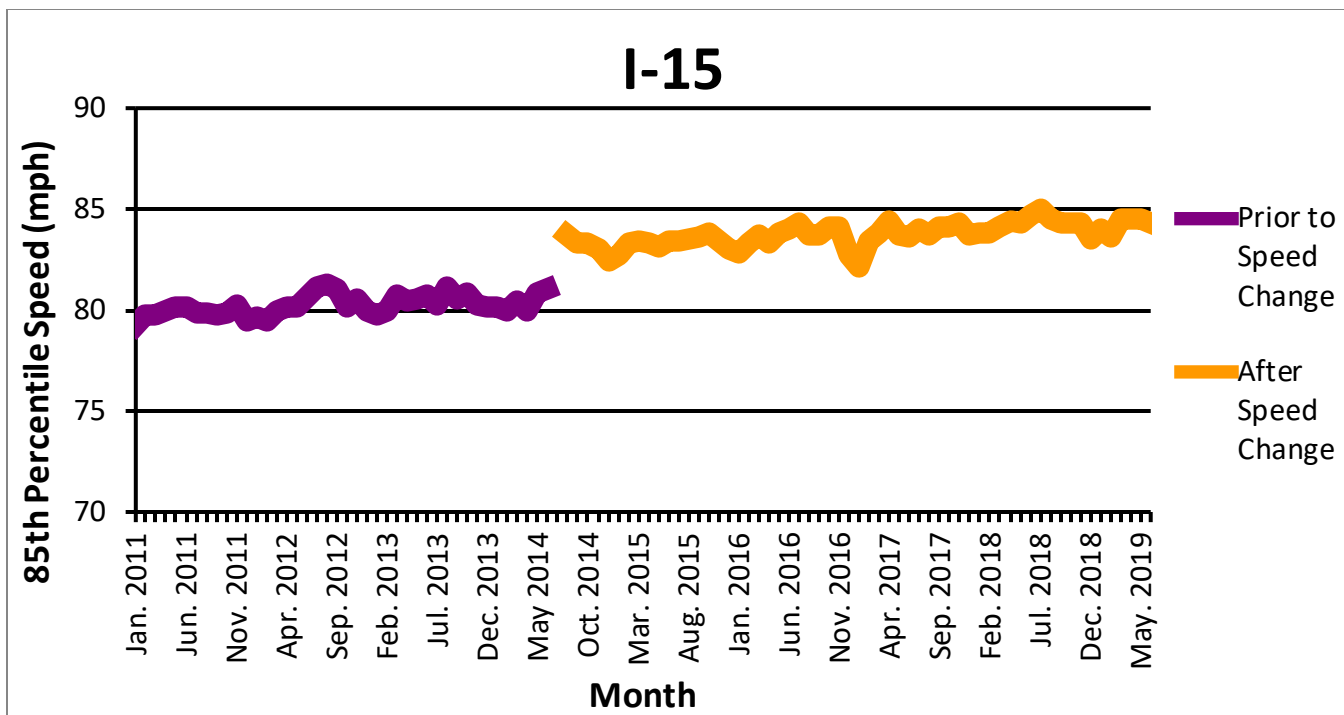


Figure 5 Chronology of Interstate 15 Speeds

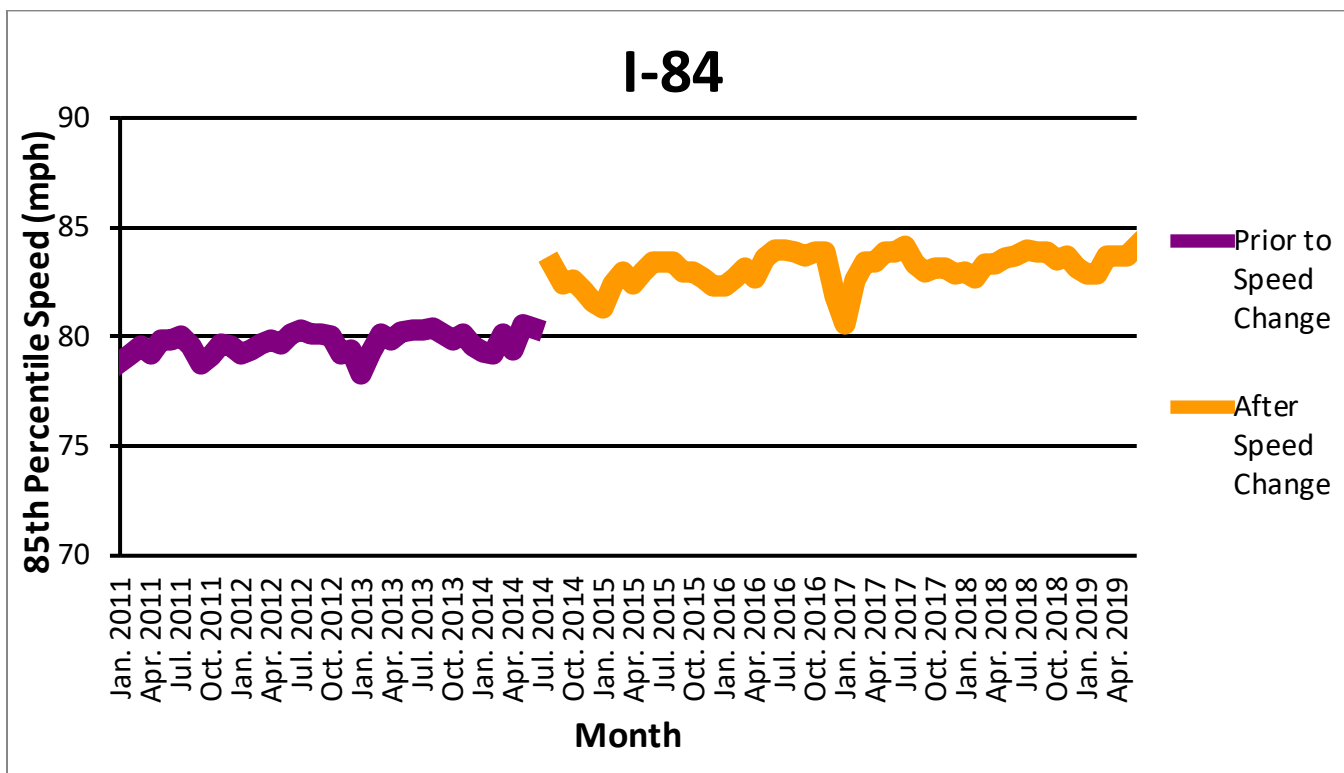


Figure 6 Chronology of Interstate 84 Speeds

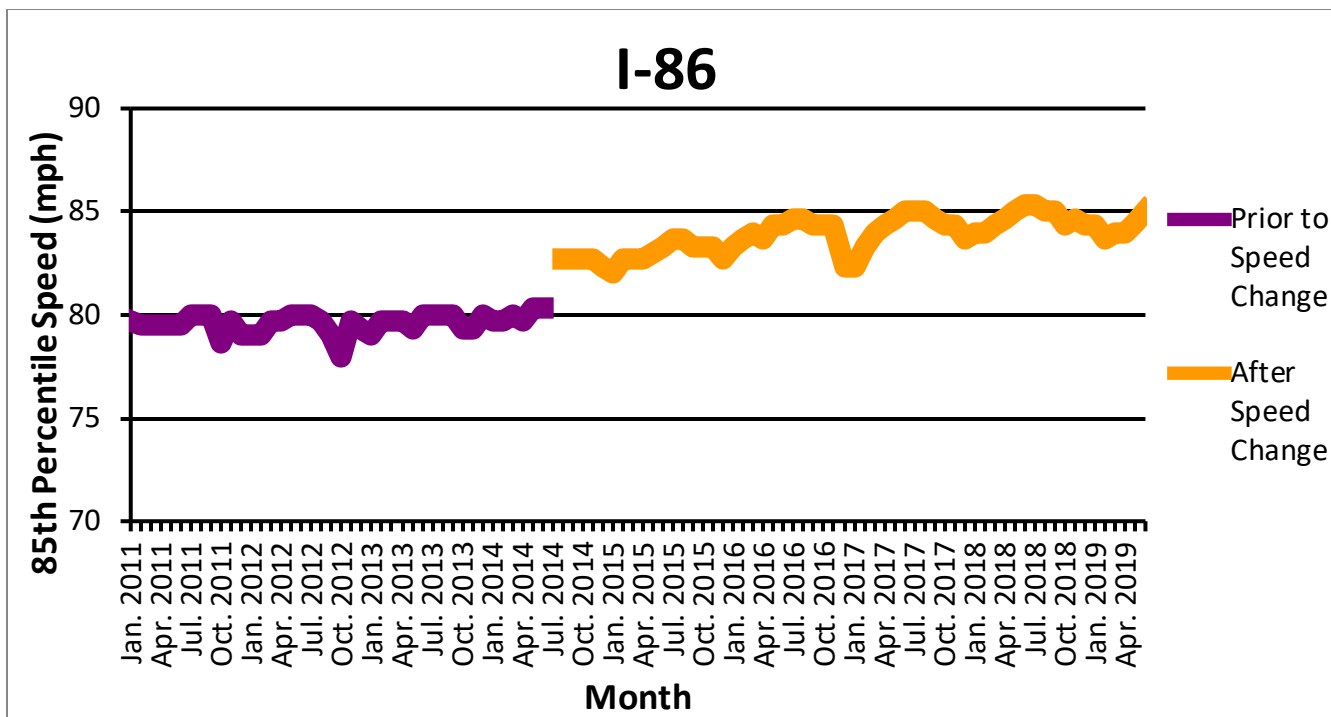


Figure 7 Chronology of Interstate 86 Speeds

Differential Speeds Between Light and Heavy Vehicles

By statute, different speed limits may be posted for heavy and light vehicles. The speed differential between these classifications of vehicles has been observed before and after the change to 80 mph posted speed limits for light vehicles and 70 mph for heavy vehicles. The data representing the before condition was collected in 2013 and 2014. The data representing after condition was collected in 2014 through June 2019. The differentials in observed speeds have been averaged where more than one year of data are available.

The before and after differential speeds between light and heavy vehicles has increased slightly with a 11 mph average differential under 80 mph conditions (11.1 mph on I-15, 12 mph on I-84, and 9.8 mph on I-86) as opposed to 10 mph with the speed limit at 75 mph (10 mph on I-15, 11 mph on I-84, and 8.9 mph on I-86); an average increase of 1.3 mph in differential speeds between cars and trucks. See Figure 8 through Figure 10.

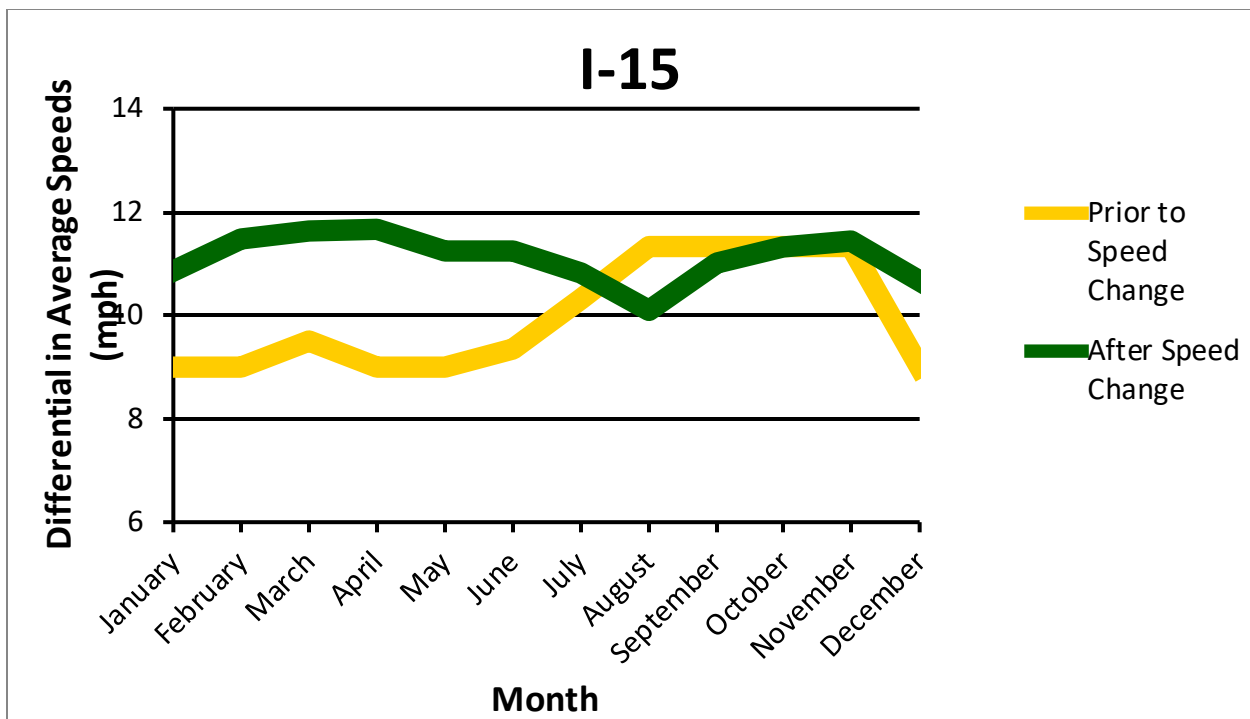


Figure 8 Differential in Average Speeds Between Light and Heavy Vehicles on Interstate 15

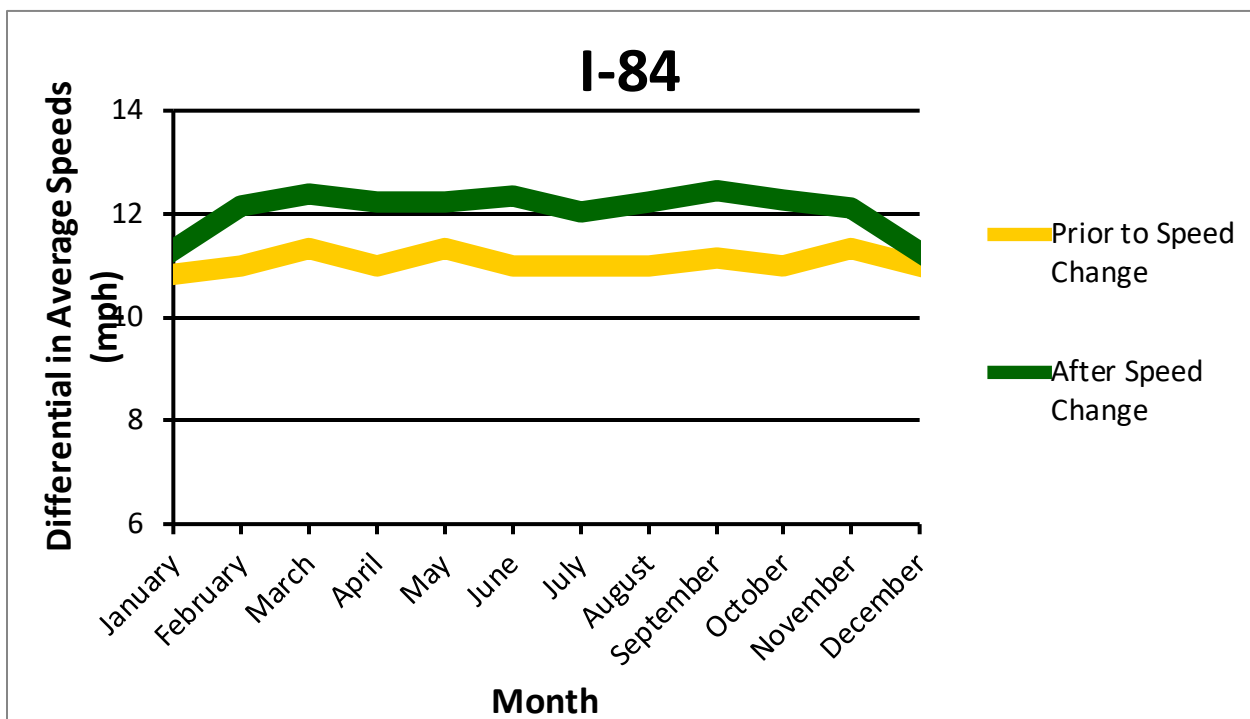


Figure 9 Differential in Average Speeds Between Light and Heavy Vehicles on Interstate 84

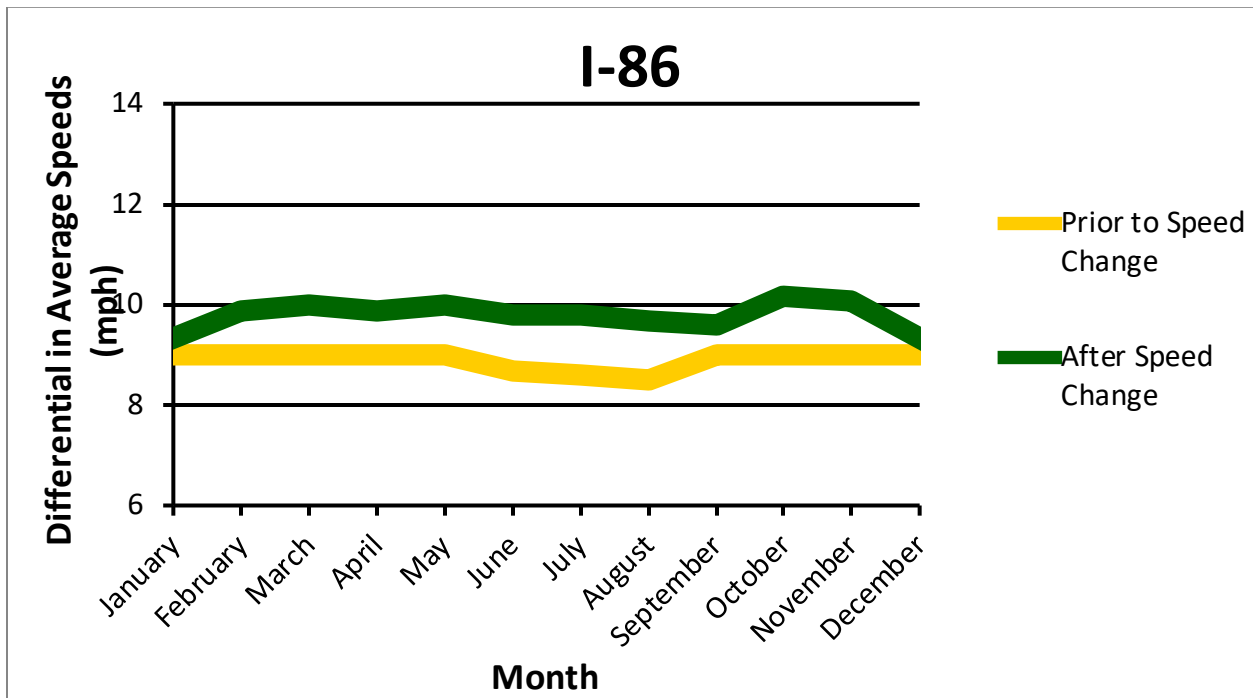


Figure 10 Differential in Average Speeds Between Light and Heavy Vehicles on Interstate 86

Crash Information

Number of Crashes

Table 1 shows a comparison of the monthly average of crashes before and after the speed limit change. Some comparison can be made between the number of crashes reported before and after the speed limit change. Overall, there's a slight increase in the average number of crashes occurring per month. However, this trend is apparent across all highway classes (interstate, principal arterial, collector) and is not isolated to the 80 mph interstate corridors. Of the incidents that do occur, most are occurring under unfavorable road and weather conditions and/or are due in part to driver behavior, animal hits, or vehicle issues.

The data for the 75 mph speed limit period is from between January 1, 2011 and June 30, 2014. The data for the 80 mph speed limit period is from August 1, 2014 to December 31, 2018.

		Crash Comparison (Monthly Average)	
		Before	After
I-15 (187 mi.)	A Injury	1	2
	B Injury	3	4
	C Injury	3	5
	Fatal	0	1
	Property Damage	19	21
I-84 (246 mi.)	A Injury	4	4
	B Injury	5	7
	C Injury	8	11
	Fatal	1	1
	Property Damage	23	21
I-86 (61 mi.)	A Injury	0	1
	B Injury	1	1
	C Injury	1	2
	Fatal	0	0
	Property Damage	4	4

Table 1 Before and After Crash Comparison

Figure 11 shows the total of all crashes on Interstate Highways 15, 84, and 86 since 2011. Figure 12 shows the number of fatal and injury crashes and Figure 13 shows the number of fatal and serious injury (A injury) crashes on Interstate Highways 15, 84, and 86. There is an increase in the total number of crashes on I-15, I-84 and I-86 since 2014; in particular during the 2016 and 2017 years. This could be due to the heavier than normal 2016/2017 winter conditions. Crash data for the 2016/2017 winter season shows higher than average crash numbers for the same period.

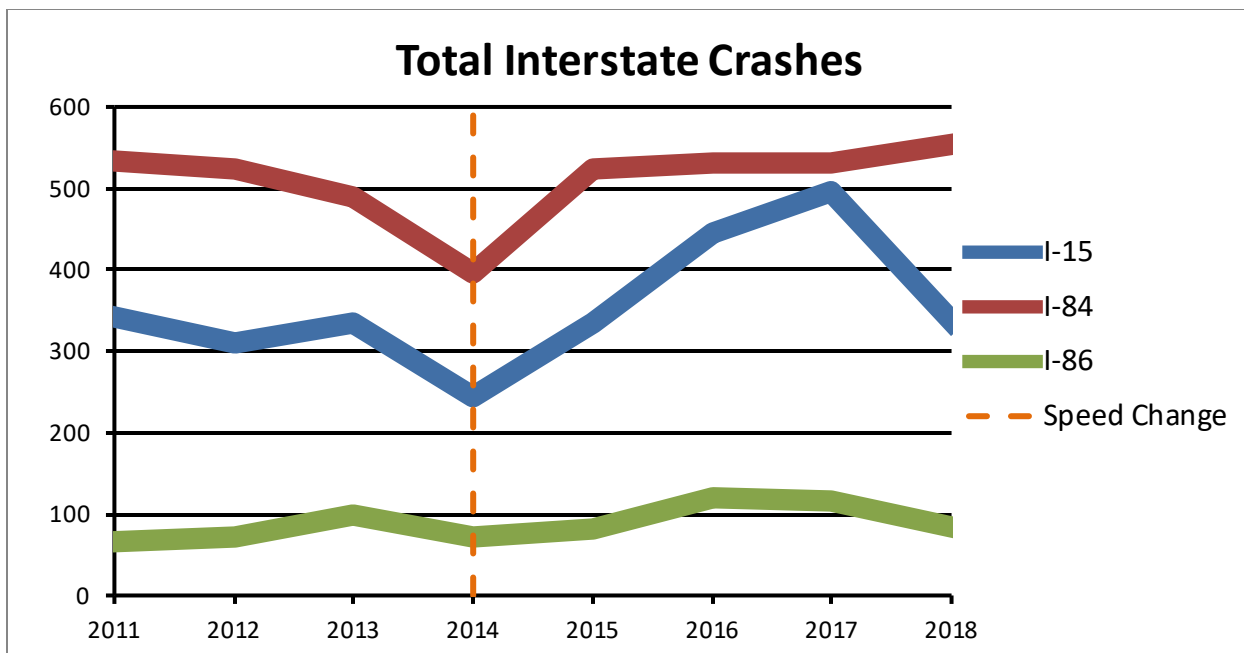


Figure 11 Total of All Crashes on Interstates 15, 84, and 86

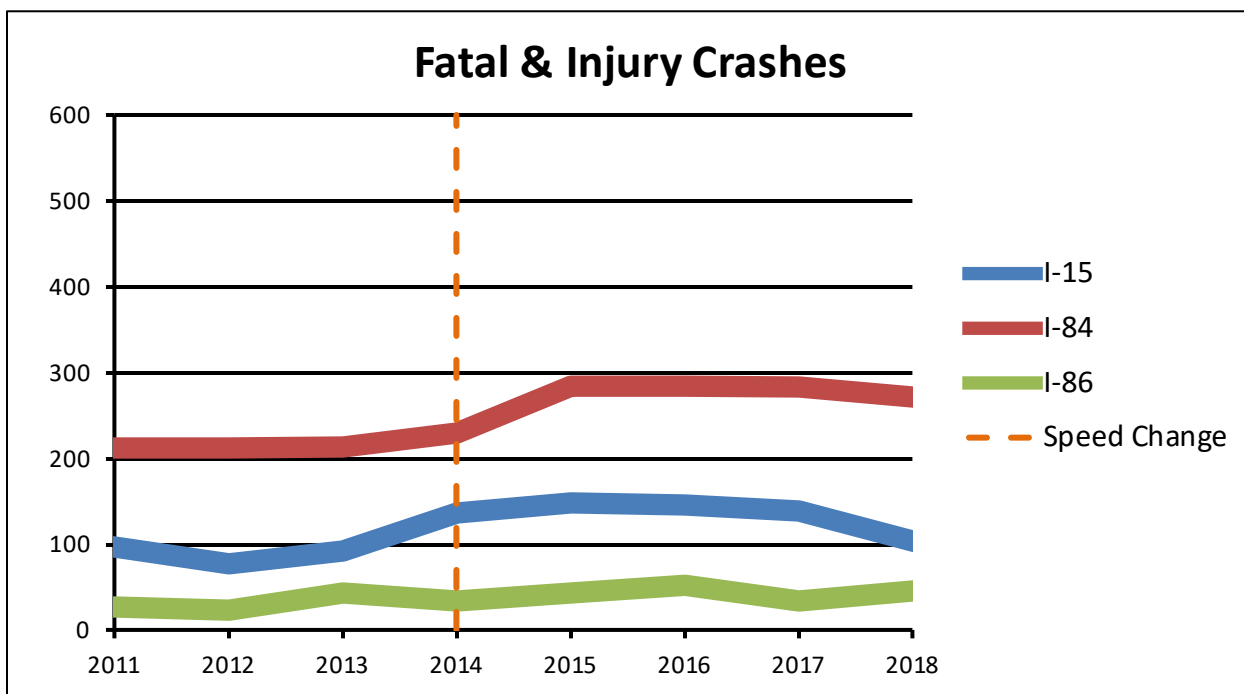


Figure 12 Total of Fatal and Injury Crashes on Interstates 15, 84, and 86

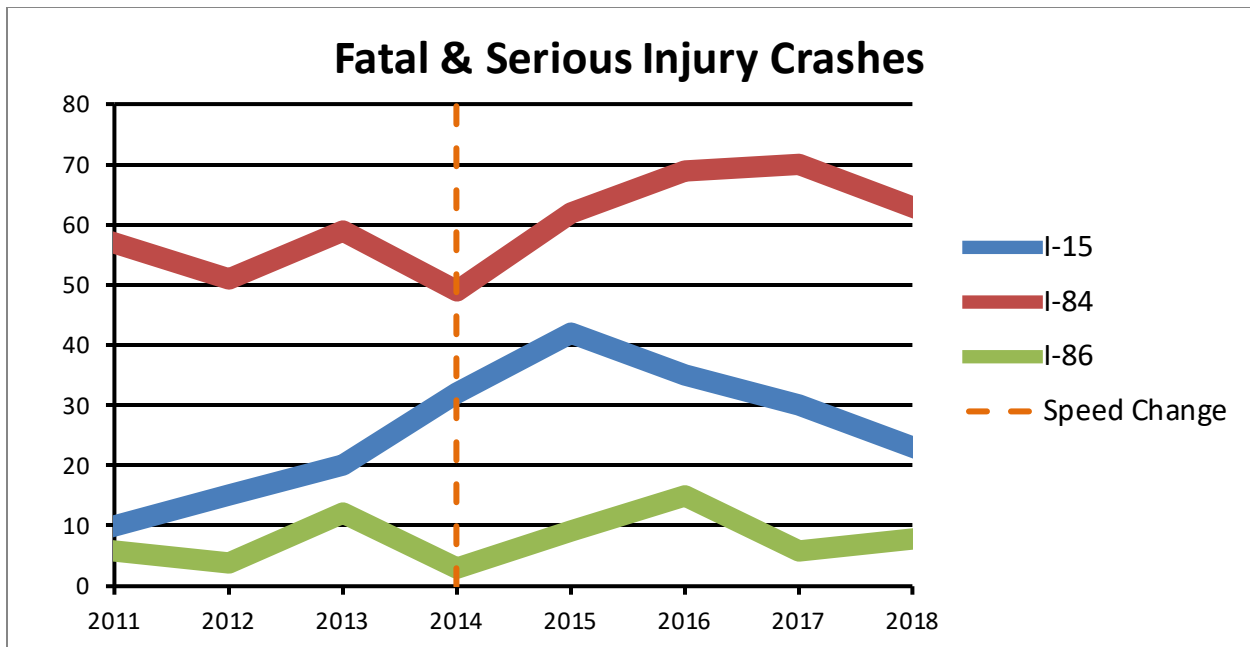


Figure 13 Total of Fatal and Serious Injury Crashes on Interstates 15, 84, and 86

In addition to the increase in crashes on rural I-15, I-84 and I-86, there has also been increasing traffic volumes along these routes since 2014. Although the number of crashes has increased, the frequency that they occur remains relatively flat, though increasing, as supported in the crash rates discussion below.

Crash Rates

Crash rate is the number of crashes for each 100 million vehicle-miles of travel (VMT) and is calculated using the following equation where C is total number of accidents, V is traffic volumes in AADT, N is number of years and L is length of roadway segment in miles.

$$R = \frac{C \times 100,000,000}{V \times 365 \times N \times L}$$

By factoring in traffic volumes with number of crashes, the rate can tell us the probability of a crash occurring on that particular route. Figure 14 shows the crash rates for all crashes on Interstate Highways 15, 84, and 86 since 2011. Figure 15 shows the crash rates for fatal and injury crashes and Figure 16 shows the crash rates for fatal and serious injury crashes on Interstate Highways 15, 84, and 86. The interstate crash rates for all crashes vary between 30 and 50 VMT before the speed limit change to between 30 and 54 VMT after the speed limit change. The interstate crash rates for fatal and injuries vary between 10 and 22 VMT before the speed limit change to between 10 and 23 VMT after the speed limit change. The interstate crash rates for fatal and serious injury vary between 1 and 6 VMT before the speed limit change to between 1.5 and 6.7 VMT after the speed limit change. Overall, the crash rates have not fluctuate wildly when comparing the before and after of the speed limit change. The peak in all of these graphs occur in 2016, which coincide with the winter storm of 2016 and 2017.

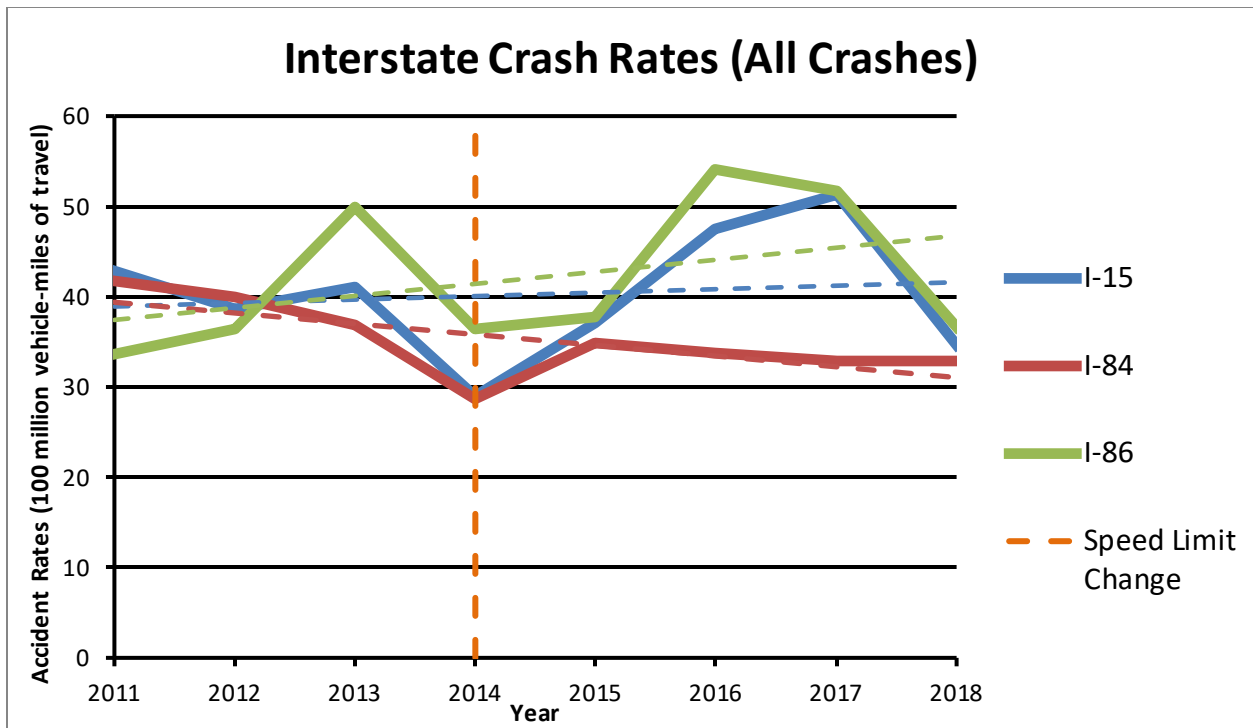


Figure 14 Crash Rates for All Crashes on Interstates 15, 84, and 86

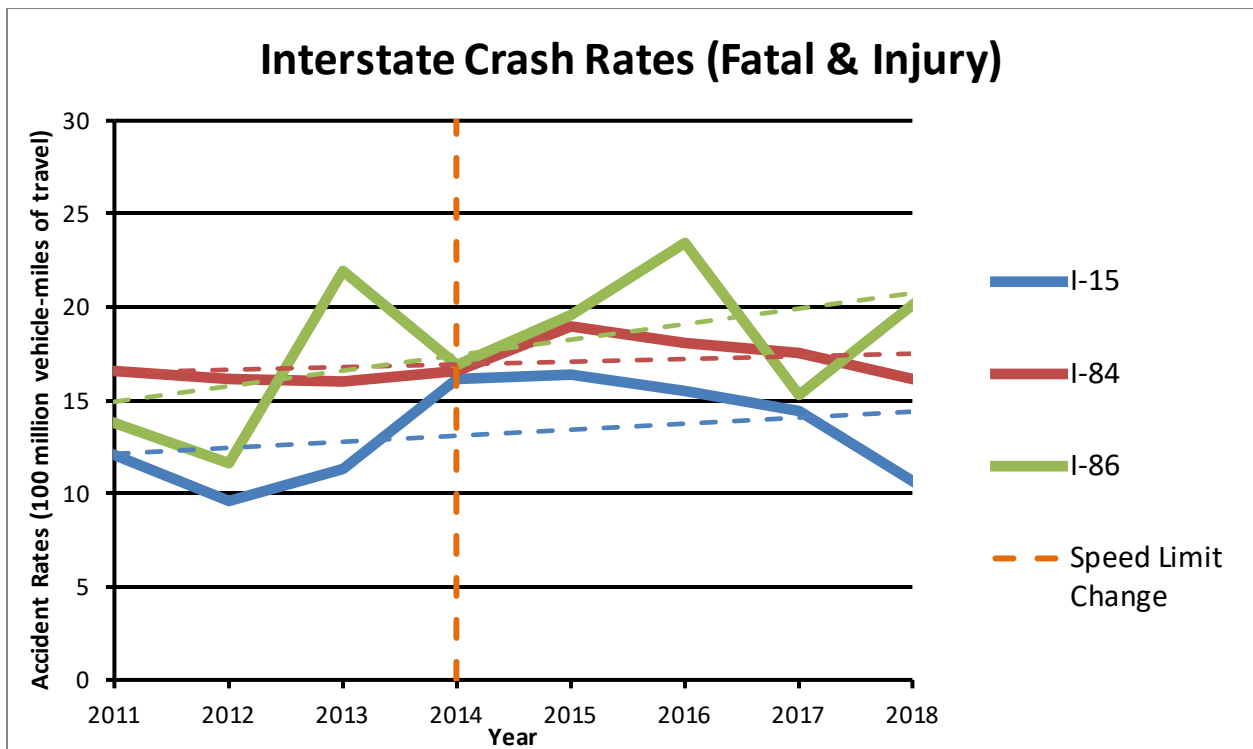


Figure 15 Crash Rates for Fatal & Injury Crashes on Interstates 15, 84, and 86

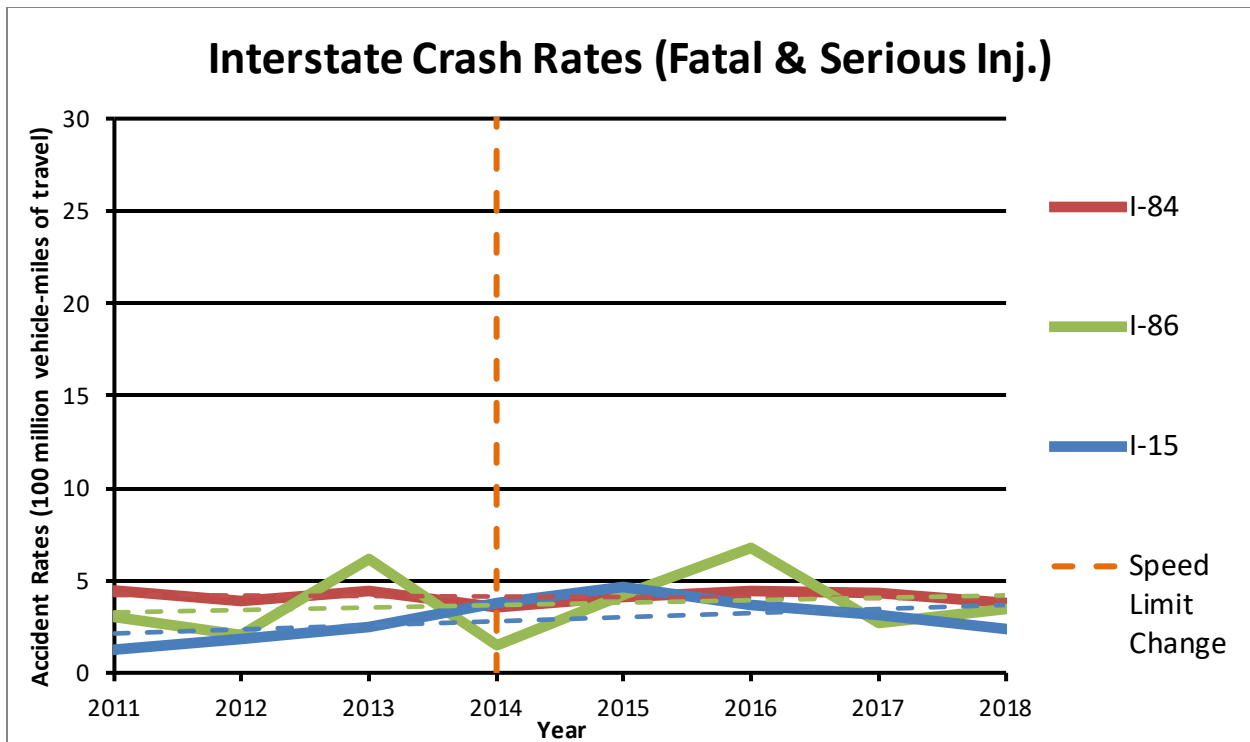


Figure 16 Crash Rates for Fatal & Serious Injury Crashes on Interstates 15, 84, and 86

Trend lines are included in Figures 14, 15 and 16 for better indication of the crash rates, which do show an upward trend for all interstates. However, other highway types are experiencing similar trends and are not unique to the 80 mph interstate corridors and do not necessarily point to an issue with 80 mph speed limits. Overall, rural interstate crash experience level is far below the rural non-interstate level.



Idaho Statutes

TITLE 49 MOTOR VEHICLES CHAPTER 6

RULES OF THE ROAD

49-654. BASIC RULE AND MAXIMUM SPEED LIMITS. (1) No person shall drive a vehicle at a speed greater than is reasonable and prudent under the conditions and having regard to the actual and potential hazards then existing. Consistent with the foregoing, every person shall drive at a safe and appropriate speed when approaching and crossing an intersection or railroad grade crossing, when approaching and going around a curve, when approaching a hillcrest, when traveling upon any narrow or winding highway, and when special hazards exist with respect to pedestrians or other traffic or by reason of weather or highway conditions.

(2) (a) Where no special hazard or condition exists that requires lower speed for compliance with subsection (1) of this section, the limits as hereinafter authorized shall be maximum lawful speeds, and no person shall drive a vehicle at a speed in excess of the maximum limits:

(i) Thirty-five (35) miles per hour in any residential, business or urban district, unless otherwise posted in accordance with section 49-207(2) or (3), Idaho Code;

(ii) Seventy-five (75) miles per hour on interstate highways, unless otherwise posted in accordance with section 49-201(4), Idaho Code, and provided that this speed may be increased to eighty (80) miles per hour if the department completes an engineering and traffic study on the interstate highway and concludes that the increase is in the public interest and the transportation board concurs with such conclusion;

(iii) Sixty-five (65) miles per hour on state highways, unless otherwise posted in accordance with section 49-201(4), Idaho Code, and provided that this speed may be increased to seventy (70) miles per hour if the department completes an engineering and traffic study on the state highway and concludes that the increase is in the public interest and the transportation board concurs with such conclusion;

(iv) Fifty-five (55) miles per hour in other locations, unless otherwise posted, up to a maximum of seventy (70) miles per hour.

(b) Subject to all other applicable motor vehicles laws, a driver of a passenger car, motorcycle or pickup truck, not towing any other vehicle, may exceed the posted speed limit by up to fifteen (15) miles per hour while passing another vehicle traveling at less than the posted speed limit, in order to safely pass the vehicle. The overtaking vehicle shall return to the right-hand lane and reduce speed to the posted speed limit as soon as practicable. This paragraph shall be applicable only to passing on the left upon roadways divided into two (2) lanes providing only one (1) lane of traffic in each direction and where the posted speed limit is fifty-five (55) miles per hour or greater. This paragraph shall not be applicable in construction zones. For purposes of basic rule violations and penalties imposed pursuant to this section and Idaho infraction rule 9, the fifteen (15) mile per hour allowance in

passing situations provided in this paragraph shall be deemed to be the maximum speed limit from which fines are determined.

(3) For vehicles with five (5) or more axles operating at a gross weight of more than twenty-six thousand (26,000) pounds the maximum lawful speed limit on interstate highways in nonurban areas shall not exceed ten (10) miles per hour less for vehicles with less than five (5) axles and operating at a gross weight of twenty-six thousand (26,000) pounds or less, and in urban areas the maximum lawful speed limit on interstate highways for such vehicles shall not exceed sixty-five (65) miles per hour.

History:

[49-654, added 1988, ch. 265, sec. 179, p. 668; am. 1989, ch. 89, sec. 1, p. 210; am. 1991, ch. 100, sec. 3, p. 223; am. 1996, ch. 270, sec. 4, p. 878; am. 1997, ch. 155, sec. 6, p. 450; am. 1997, ch. 377, sec. 1, p. 1207; am. 1998, ch. 158, sec. 1, p. 534; am. 2012, ch. 325, sec. 6, p. 905; am. 2014, ch. 126, sec. 1, p. 357; am. 2015, ch. 24, sec. 1, p. 29; am. 2017, ch. 83, sec. 1, p. 227.]

How current is this law?

Search the Idaho Statutes and Constitution



Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date Sept. 11-12, 2019

Consent Item ☐ Information Item ☒ Amount of Presentation Time Needed _____

Presenter's Name	Presenter's Title	Initials	Reviewed By
David Tolman	Controller	DT	LSS
Preparer's Name	Preparer's Title	Initials	
David Tolman	Controller	DT	

Subject

State Fiscal Year 2020 Financial Statements		
Key Number	District	Route Number

Background Information

July 01, 2019 thru July 31, 2019, Fiscal Year 2020 Financial Statements

The financial operations of the Department as of July 31, 2019 begin this fiscal year with revenue coming in ahead of forecast year-to-date after one month and the expenditures are following projected budgets.

- Revenues to the State Highway Account from all state sources are ahead of forecast by 18%. Of that total, receipts from the Highway Distribution Account are ahead of forecast by 15.7% or \$2.7M. State revenues to the State Aeronautics Fund are ahead of forecast by 34% or \$78,000. Since it is too early to see any trend, staff will continue to monitor revenue and provide future updates.
- Expenditures are within planned budgets YTD. The differences are simply timing differences between planned and actual expenditures plus encumbrances estimated through the first month of the year. Personnel costs have savings of \$900,000 or 8.6% is due to reserves for horizontal career path increases, vacancies and timing between a position becoming vacant and filled.
- Contract construction cash expenditures for July of this year has exceeded any from the past three years: FY20 = \$61.2 M; FY19 = \$56.6 M; FY18 = \$48.5 M. After one month in this fiscal year this is a very positive result and will assist in helping ITD achieve its objective to reduce the outstanding obligated but un-spent balances in this category.

The balance of the long term investments as of the end of July is \$137.9 Million. These funds are obligated against both construction projects and encumbrances. The long term investments plus the cash balance (\$64.4M) totals \$202.3M, however that is \$12M less than the end of June.

Expenditures in the Strategic Initiatives Program Fund (GF Surplus), for the month of July, were \$4.3M. Projects obligated from these funds are now in the construction season and higher payouts will occur over the next few months.

Deposits into the Transportation Expansion and Congestion Mitigation Fund of \$1.6M is 9% ahead of forecast. The receipts into this fund for FY20 is committed to construction projects identified in the ITIP.

Recommendations

--



Board Agenda Item

ITD 2210 (Rev. 10-13)

Board Action

<input type="checkbox"/> Approved	<input type="checkbox"/> Deferred	_____
<input type="checkbox"/> Other	_____	

User ID: kbentley
 Report ID: AD-FN-GL-010
 Run Date: 7 Aug 2019
 % of Time
 Remainin 91.67

Idaho Transportation Department

SUMMARY OF RECEIPTS AND DISBURSEMENTS
STATE HIGHWAY ACCOUNT AND STATE AERONAUTICS FUND
BUDGET TO ACTUAL
FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDING 7/31/2019
 (all amounts in '000)

Fiscal Year: 2020

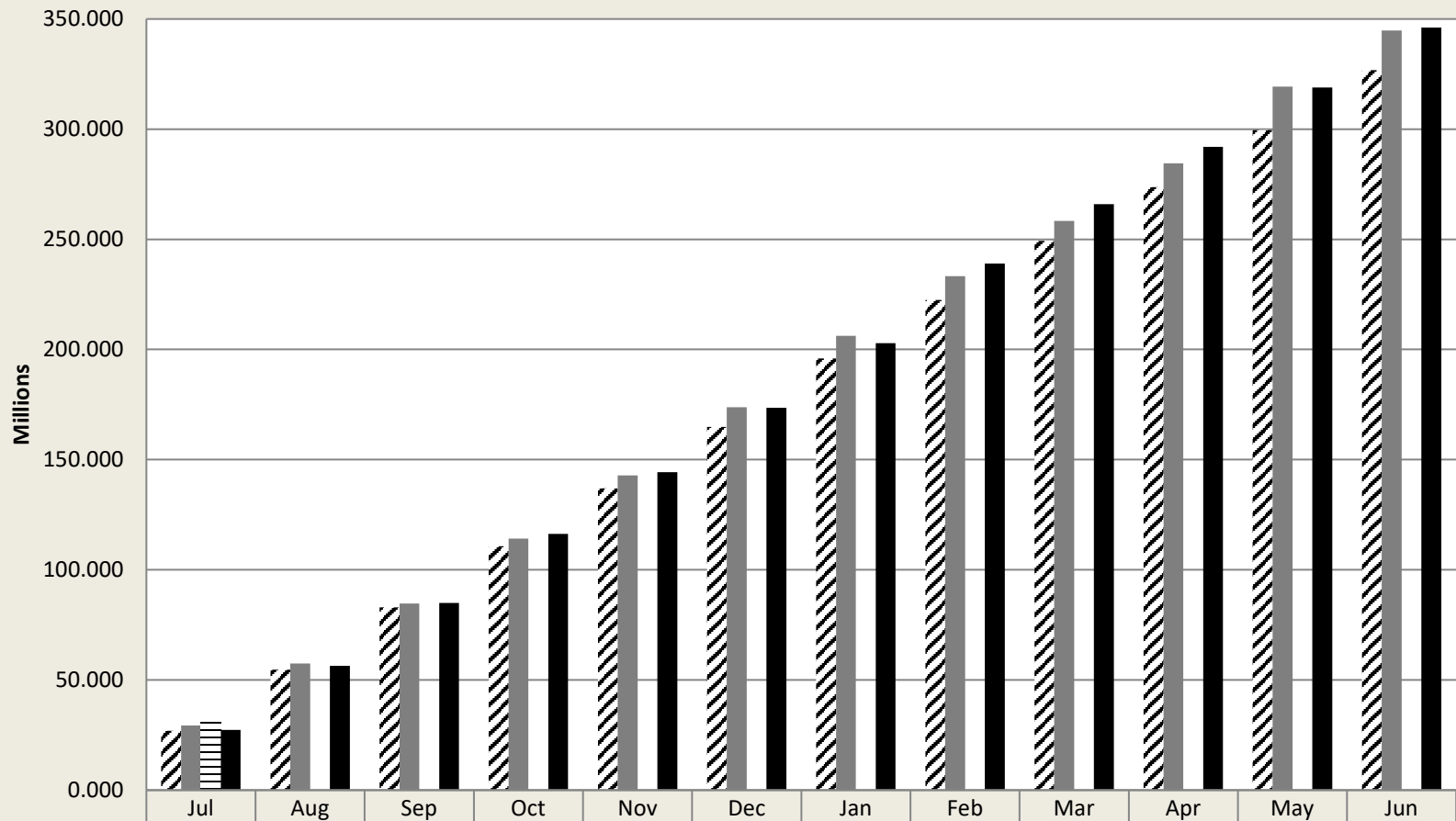
Funds Received					
	FY19 Actual YTD	FY20 Actual YTD	FY20 Forecast YTD	FY20 to FY19 Actual	FY 20 to Forecast
<u>State Highway Account</u>					
Federal Reimbursements	23,585	36,863	38,932	56.3%	-5.3%
State (Inc. H.D.A.)	29,298	32,334	27,394	10.4%	18.0%
Local	857	5,451	2,196	536.1%	148.2%
Total State Highway Account:	53,740	74,648	68,522	38.9%	8.9%
<u>State Aeronautics Fund</u>					
Federal Reimbursements	14	26	25	86.4%	3.0%
State	234	306	228	30.7%	34.2%
Total State Aeronautics Fund:	248	331	253	33.8%	31.1%
Total Fund Received:	53,988	74,980	68,775	38.9%	9.0%
Disbursements (includes Encumbrances)					
	FY19 Actual YTD	FY20 Actual YTD	FY20 Budget YTD	FY20 to FY19 Actual	FY 20 to Budget
Construction Payouts	57,230	64,271	87,628	12.3%	-26.7%
<u>Operations Expenses</u>					
Highways	25,662	25,560	30,371	-0.4%	-15.8%
DMV	10,180	7,263	10,351	-28.7%	-29.8%
Administration	2,756	3,437	2,660	24.7%	29.2%
Facilities	21	0	399	-98.3%	-99.9%
Aeronautics	193	206	248	7.0%	-16.8%
Total Operations Expenses:	38,812	36,467	44,028	-6.0%	-17.2%
<u>Transfers</u>					
Operating	25	0	25	-100.0%	-100.0%
Debt Service	0	0	0	0.0%	0.0%
Total Transfers:	25	0	25	-100.0%	-100.0%
Total Disbursements:	96,066	100,738	131,681	4.9%	-23.5%
	FY19 Actual YTD	FY20 Actual YTD	FY20 Budget YTD	FY20 to FY19 Actual	FY 20 to Budget
<u>Expenditures by Type</u>					
Personnel	9,512	9,562	10,461	0.5%	-8.6%
Operating	21,652	17,246	23,908	-20.4%	-27.9%
Capital Outlay	6,347	7,960	7,885	25.4%	0.9%
Sub-Grantee	1,300	1,700	1,774	30.8%	-4.2%
Totals Operations Expenses:	38,812	36,467	44,028	-6.0%	-17.2%
Contract Construction	57,230	64,271	87,628	12.3%	-26.7%
Totals (excluding Transfers):	96,041	100,738	131,656	4.9%	-23.5%

State Highway Fund 0260

Fiscal Year 2020

State Revenue Source Forecast vs Actual

July - For Period Ending 7/31/2019



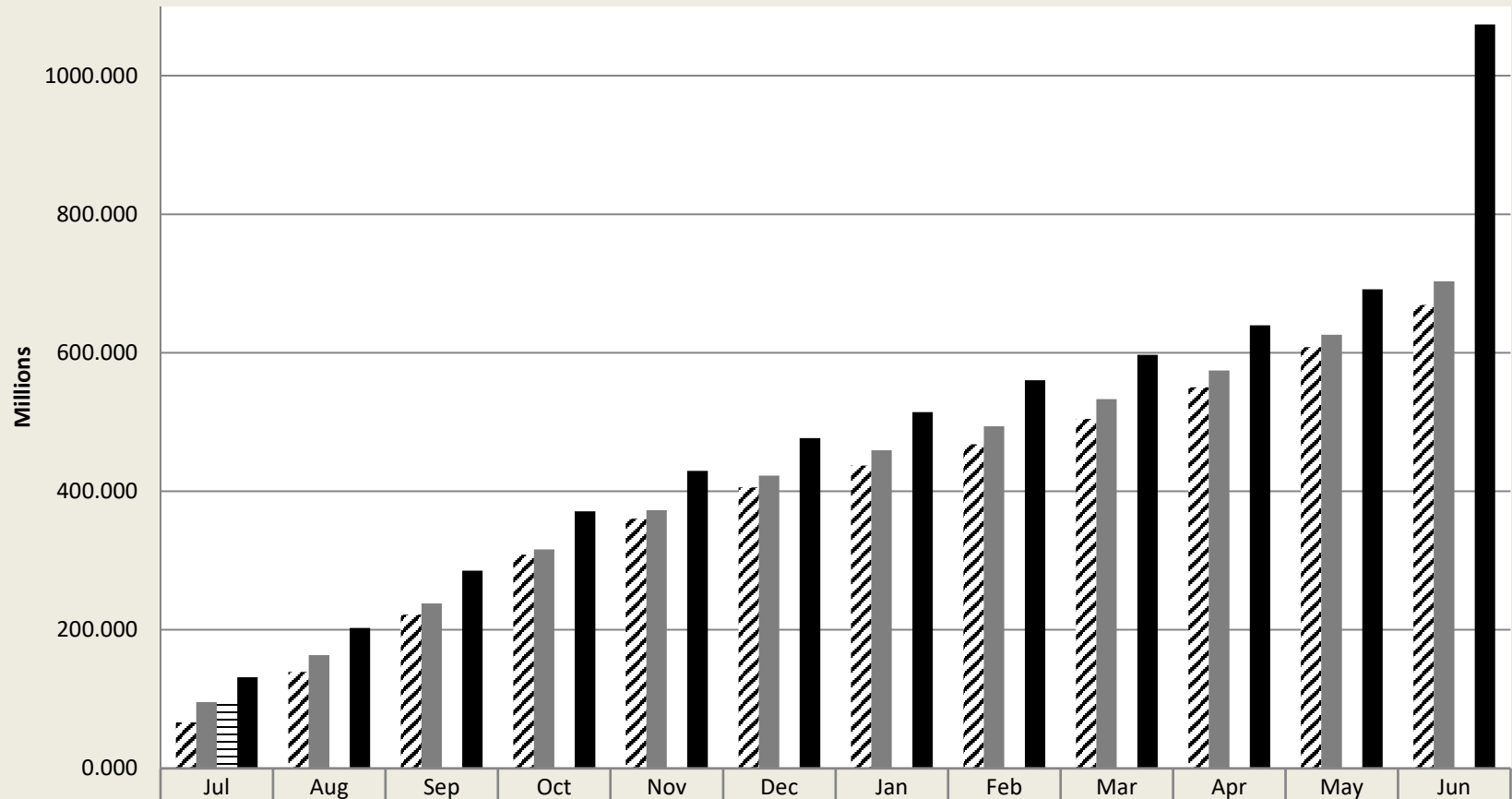
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
▨ FY18 Actual Revenue	27.003	54.686	82.976	110.644	136.997	164.897	195.901	222.483	249.311	273.673	299.623	326.714
■ FY19 Actual Revenue	29.298	57.454	84.752	114.108	142.878	173.775	206.239	233.249	258.362	284.523	319.267	344.728
□ FY20 Current	32.334											
■ FY20 Forecast	27.394	56.459	84.916	116.351	144.307	173.533	202.837	238.950	265.934	292.008	318.902	346.137

State Highway Fund 0260

Fiscal Year 2020

Expenditures

July - For Period Ending 7/31/2019



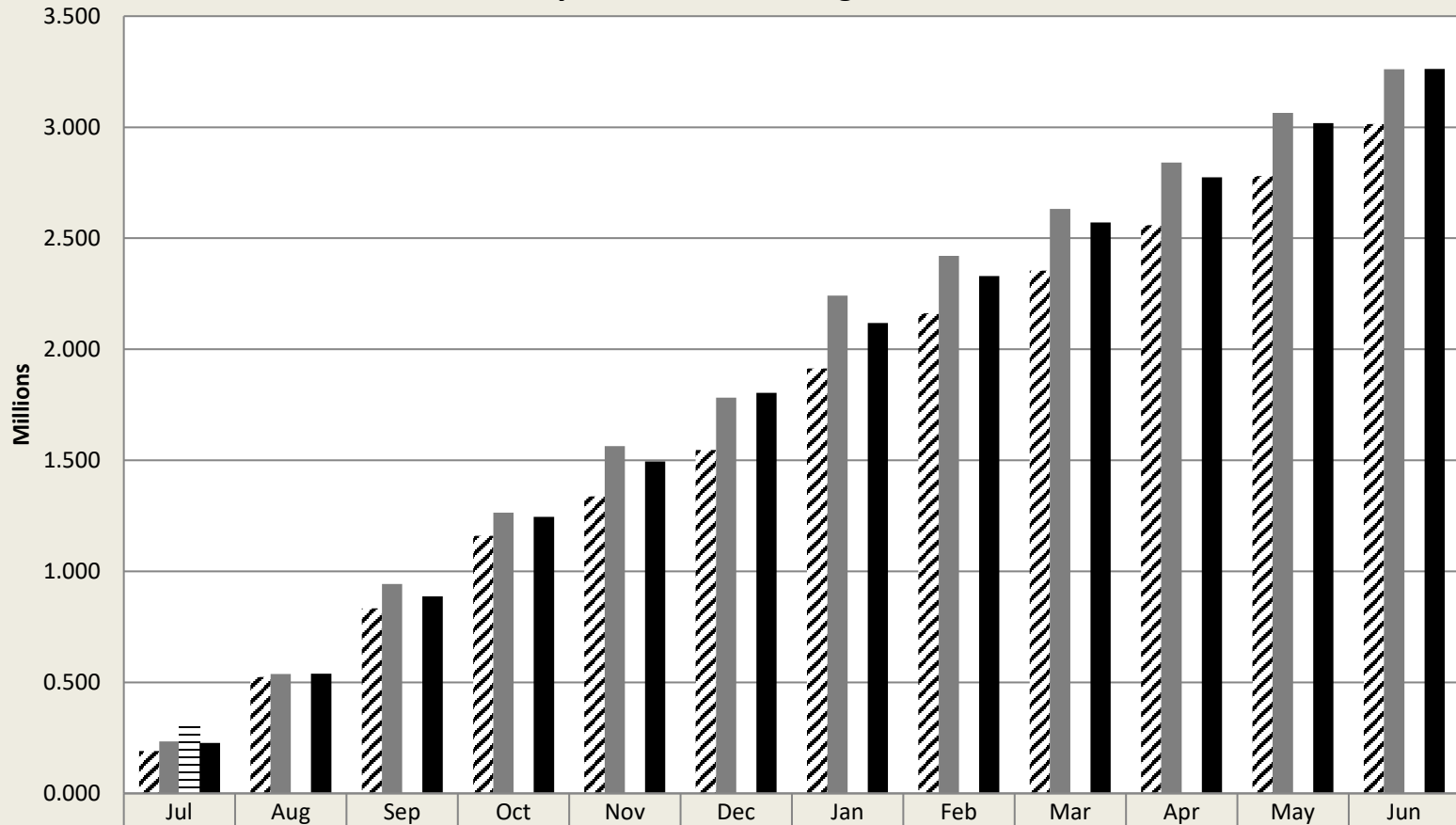
▨ FY18 Actual Expenditures	66.330	139.287	221.745	308.357	360.460	405.710	437.190	468.029	504.461	550.126	607.868	669.206
■ FY19 Actual Expenditures	95.849	163.446	238.100	316.163	372.747	422.734	459.444	493.898	533.081	574.555	626.054	703.065
= FY20 Current	100.532											
■ FY20 Forecast	131.408	202.699	285.490	371.272	429.530	476.710	514.155	560.505	597.024	639.399	691.601	1,074.094

Aeronautics Fund 0221

Fiscal Year 2020

State and Interagency Revenue Sources Forecast vs Actual

July - For Period Ending 7/31/2019



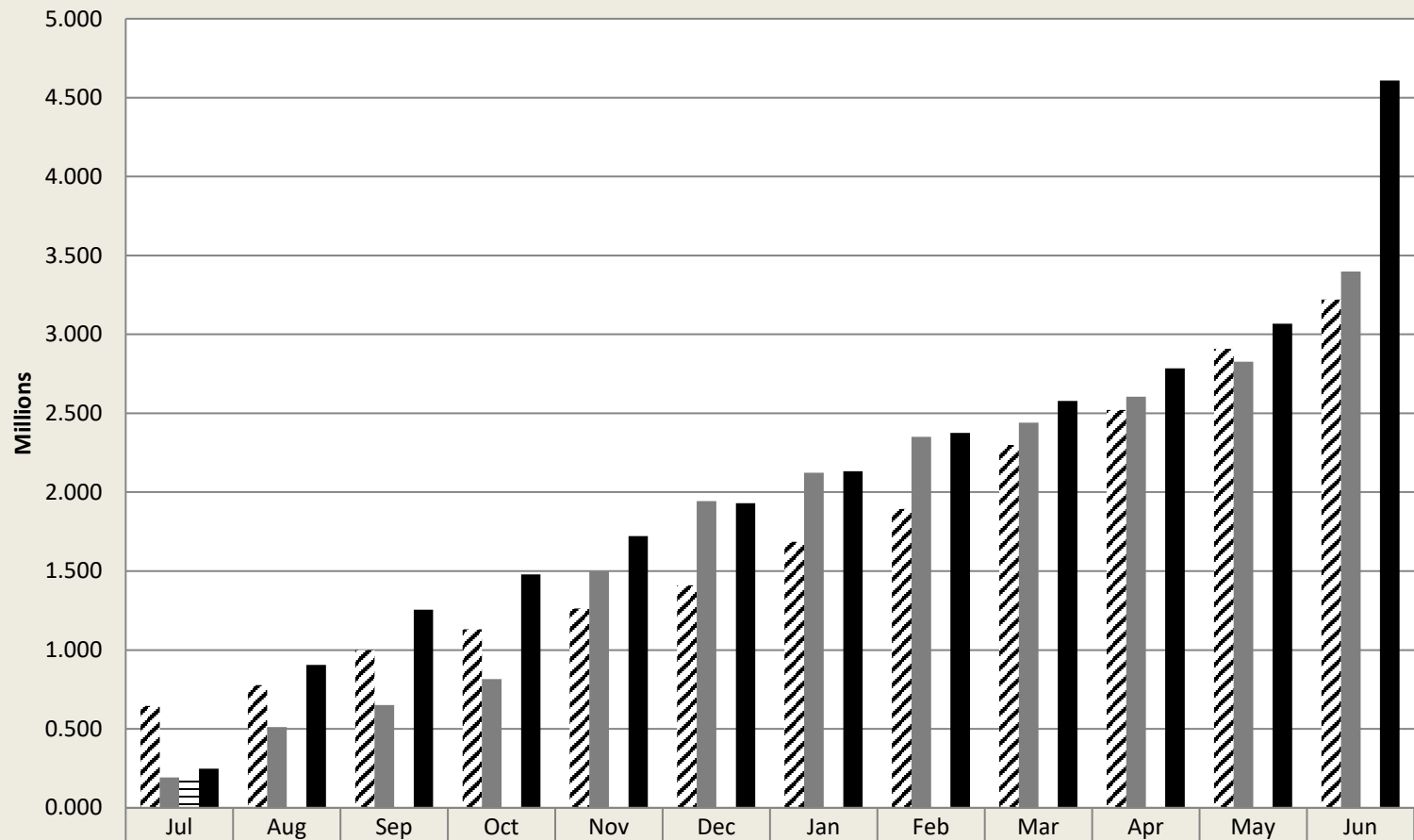
▨ FY18 Actual Revenue	0.191	0.524	0.834	1.159	1.338	1.546	1.913	2.162	2.354	2.558	2.780	3.015
■ FY19 Actual Revenue	0.234	0.538	0.943	1.265	1.563	1.782	2.242	2.421	2.631	2.840	3.064	3.261
□ FY20 Current	0.306											
■ FY20 Forecast	0.228	0.539	0.888	1.245	1.494	1.804	2.119	2.330	2.571	2.775	3.018	3.263

Aeronautics Fund 0221

Fiscal Year 2020

Expenditures

July - For Period Ending 7/31/2019



FY18 Actual Expenditures	0.645	0.778	0.999	1.131	1.262	1.411	1.685	1.894	2.299	2.522	2.909	3.220
FY19 Actual Expenditures	0.193	0.512	0.652	0.816	1.498	1.943	2.124	2.351	2.441	2.604	2.826	3.398
FY20 Current	0.206											
FY20 Forecast	0.248	0.906	1.255	1.479	1.722	1.930	2.134	2.376	2.578	2.785	3.068	4.608

UserID: kbentley
 Report ID: AD-FN-GL-002
 Run Date: 07 Aug 2019

Idaho Transportation Department

OPERATING FUND BALANCE SHEET FOR THE PERIOD ENDED 7/31/2019

	State Aeronautics Fund 0221		State Highway Fund 0260		Transportation Expansion and Congestion Mitigation Fund 0269	
	Jun-19	Jul-19	Jun-19	Jul-19	Jun-19	Jul-19
ASSETS						
Cash on Hand (Change Fund)	0	0	5,845	5,845	0	0
Cash in Bank (Daily Operations)	2,163,320	2,318,558	76,456,163	64,377,141	41,463,070	42,900,041
Investments (Long Term: STO - Diversified Bond Fund)	843,811	845,263	137,723,182	137,963,130	0	0
Total Cash & Investments	3,007,130	3,163,821	214,185,189	202,346,115	41,463,070	42,900,041
Receivables - Other	5,577	0	1,146,979	1,242,243	0	0
- Due From Locals (Project Overruns)	77,400	25,759	1,726,572	2,262,497	0	0
- Inter Agency	27,883	16,396	50	57,585	0	0
Total Receivables	110,860	42,155	2,873,601	3,562,325	0	0
Inventory on Hand	0	0	16,896,522	19,156,856	0	0
Total Assets:	3,117,990	3,205,976	233,955,312	225,065,296	41,463,070	42,900,041
LIABILITIES						
Vouchers Payable	0	0	1,762	1,762	0	0
Sales Tax Payable	0	0	852	453	0	0
Deferred Revenue (Local Projects Match)	0	0	26,347,495	23,334,999	0	0
Accounts Receivable Overpayment	0	0	0	0	0	0
Contractor Retained % (In Lieu Of Performance Bond)	0	0	240,070	244,836	0	0
Total Liabilities:	0	0	26,590,179	23,582,050	0	0
FUND BALANCE						
Reserve for Encumbrance	478,445	441,413	44,370,530	62,012,933	0	0
Fund Balance	2,639,545	2,764,562	162,994,603	139,470,313	41,463,070	42,900,041
Total Fund Balance:	3,117,990	3,205,976	207,365,133	201,483,246	41,463,070	42,900,041
Total Liabilities and Fund Balance	3,117,990	3,205,976	233,955,312	225,065,296	41,463,070	42,900,041

UserID: kbentley
 Report ID: AD-FN-GL-002
 Run Date: 07 Aug 2019

Idaho Transportation Department

OPERATING FUND BALANCE SHEET FOR THE PERIOD ENDED 7/31/2019

	Strategic Initiatives Fund (State Share) 0270.02		Strategic Initiatives Fund (Local Share) 0270.05		Total Strategic Initiatives Fund 0270	
	Jun-19	Jul-19	Jun-19	Jul-19	Jun-19	Jul-19
ASSETS						
Cash on Hand (Change Fund)	0	0	0	0	0	0
Cash in Bank (Daily Operations)	44,652,629	40,429,939	48,179	48,341	44,700,808	40,478,280
Investments (Long Term: STO - Diversified Bond Fund)	0	0	0	0	0	0
Total Cash & Investments	44,652,629	40,429,939	48,179	48,341	44,700,808	40,478,280
Receivables - Other	0	0	0	0	0	0
- Due From Locals (Project Overruns)	0	0	0	0	0	0
- Inter Agency	0	0	0	0	0	0
Total Receivables	0	0	0	0	0	0
Inventory on Hand	0	0	0	0	0	0
Total Assets:	44,652,629	40,429,939	48,179	48,341	44,700,808	40,478,280
LIABILITIES						
Vouchers Payable	0	0	0	0	0	0
Sales Tax Payable	0	0	0	0	0	0
Deferred Revenue (Local Projects Match)	0	0	0	0	0	0
Accounts Receivable Overpayment	0	0	0	0	0	0
Contractor Retained % (In Lieu Of Performance Bond)	0	0	0	0	0	0
Total Liabilities:	0	0	0	0	0	0
FUND BALANCE						
Reserve for Encumbrance	0	0	0	0	0	0
Fund Balance	44,652,629	40,429,939	48,179	48,341	44,700,808	40,478,280
Total Fund Balance:	44,652,629	40,429,939	48,179	48,341	44,700,808	40,478,280
Total Liabilities and Fund Balance	44,652,629	40,429,939	48,179	48,341	44,700,808	40,478,280

User ID: kbentley
 Report ID: AD-FN-GL-003
 Run Date: 07 Aug 2019
 % of Time
 Remaining: 91.7

Idaho Transportation Department

STATEMENT OF REVENUES AND EXPENDITURES

BUDGET TO ACTUAL

FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 7/31/2019

Fund: 0260 State Highway Fund

Fiscal Year: 2020
 Budget Fiscal Year: 2020
 REVENUES

	Year to Date Allotment (A)	Year to Date Actual (B)	Current Month Activity (C)	Year to Date Encumbrance (D)	Variance Favorable / Unfavorable (E = A - B - D)	Percent Variance (F = E / A)	Annual Appropriation (G)	Appropriation Balance (H = G - B - D)	Percent Remaining (I = H / G)
Federal Sources									
FHWA - Highway	35,051,400	32,472,664	32,472,664	0	(2,578,736)	-7.36%	506,876,702	474,404,038	93.59 %
FHWA - Indirect Cost	2,502,500	3,029,962	3,029,962	0	527,462	21.08 %	25,000,000	21,970,038	87.88 %
Federal Transit Authority	1,000,000	872,962	872,962	0	(127,038)	-12.70%	14,483,600	13,610,638	93.97 %
NHTSA - Highway Safety	300,000	386,815	386,815	0	86,815	28.94 %	4,642,800	4,255,985	91.67 %
Other Federal Aid	78,333	100,972	100,972	0	22,639	28.90 %	3,940,000	3,839,028	97.44 %
Total Federal Sources:	38,932,233	36,863,375	36,863,375	0	(2,068,858)	-5.31%	554,943,102	518,079,727	93.36 %
State Sources									
Equipment Buy Back	0	0	0	0	0	0.00 %	8,328,900	8,328,900	100.00 %
Miscellaneous Revenues	2,829,097	2,853,110	2,853,110	0	24,013	0.85 %	31,619,654	28,766,544	90.98 %
Total State Sources:	2,829,097	2,853,110	2,853,110	0	24,013	0.85 %	39,948,554	37,095,444	92.86 %
Local Sources									
Match For Local Projects	2,195,900	5,443,721	5,443,721	0	3,247,821	147.90 %	36,651,278	31,207,557	85.15 %
Other Local Sources	0	7,500	7,500	0	7,500	0.00 %	0	(7,500)	0.00 %
Total Local Sources:	2,195,900	5,451,221	5,451,221	0	3,255,321	148.25 %	36,651,278	31,200,057	85.13 %
TOTAL REVENUES:	43,957,230	45,167,706	45,167,706	0	1,210,476	2.75 %	631,542,934	586,375,228	92.85 %
TRANSFERS-IN									
Highway Distribution Account	17,315,100	20,047,328	20,047,328	0	2,732,228	15.78 %	218,971,500	198,924,172	90.84 %
Fuel/Registration Direct	5,687,281	6,406,628	6,406,628	0	719,347	12.65 %	68,416,500	62,009,872	90.64 %
Ethanol Fuels Tax	1,562,800	1,850,983	1,850,983	0	288,183	18.44 %	18,800,000	16,949,017	90.15 %
Statutory	0	1,175,642	1,175,642	0	1,175,642	0.00 %	0	(1,175,642)	0.00 %
TOTAL TRANSFERS-IN:	24,565,181	29,480,581	29,480,581	0	4,915,400	20.01 %	306,188,000	276,707,419	90.37 %
TOTAL REV AND TRANSFERS-IN:	68,522,411	74,648,287	74,648,287	0	6,125,876	8.94 %	937,730,934	863,082,647	92.04 %

User ID: kbentley
 Report ID: AD-FN-GL-003
 Run Date: 07 Aug 2019
 % of Time
 Remaining: 91.7

Idaho Transportation Department

STATEMENT OF REVENUES AND EXPENDITURES

BUDGET TO ACTUAL

FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 7/31/2019

Fund: 0260 State Highway Fund

Fiscal Year: 2020
 Budget Fiscal Year: 2020
 EXPENDITURES

	Year to Date Allotment (A)	Year to Date Actual (B)	Current Month Activity (C)	Year to Date Encumbrance (D)	Variance Favorable / Unfavorable (E = A - B - D)	Percent Variance (F = E / A)	Annual Appropriation (G)	Appropriation Balance (H = G - B - D)	Percent Remaining (I = H / G)
Operations Expense									
Permanent Staff Salaries	6,980,050	6,383,553	6,383,553	0	596,497	8.55 %	90,719,145	84,335,592	92.96 %
Board, Hourly, OT, Shift Diff	65,134	76,336	76,336	0	(11,202)	-17.20%	1,558,578	1,482,242	95.10 %
Fringe Benefits	3,314,853	3,012,617	3,012,617	0	302,236	9.12 %	41,482,177	38,469,560	92.74 %
In State Travel Expense	131,584	148,344	148,344	0	(16,760)	-12.74%	1,603,057	1,454,713	90.75 %
Out of State Travel Expense	40,172	31,361	31,361	0	8,811	21.93 %	350,480	319,119	91.05 %
Technology Operating Expense	9,071,219	922,303	922,303	5,985,845	2,163,070	23.85 %	24,542,669	17,634,520	71.85 %
Operating Expense	14,601,342	3,250,135	3,250,135	6,853,085	4,498,122	30.81 %	68,178,304	58,075,084	85.18 %
Technology Equipment Expense	41,400	1,442	1,442	184,995	(145,037)	-350.33%	2,305,500	2,119,063	91.91 %
Capital Equipment Expense	7,453,816	315	315	7,772,645	(319,143)	-4.28%	22,023,200	14,250,241	64.71 %
Capital Facilities Expense	389,597	285	285	0	389,312	99.93 %	6,014,597	6,014,312	100.00 %
Trustee & Benefit Payments	1,691,155	1,637,762	1,637,762	0	53,393	3.16 %	19,470,900	17,833,138	91.59 %
Total Operations Expense:	43,780,322	15,464,453	15,464,453	20,796,569	7,519,299	17.18 %	278,248,607	241,987,584	86.97 %
Contract Construction									
Technology Operating Expense	0	29,883	29,883	361,462	(391,345)	0.00 %	0	(391,345)	0.00 %
Operating Expense	1,605,000	230,633	230,633	532,980	841,387	52.42 %	17,994,003	17,230,390	95.76 %
Capital Projects	85,804,499	59,841,563	59,841,563	3,184,209	22,778,726	26.55 %	771,597,538	708,571,765	91.83 %
Trustee & Benefit Payments	218,600	89,828	89,828	0	128,772	58.91 %	6,253,502	6,163,673	98.56 %
Total Contract Construction:	87,628,099	60,191,908	60,191,908	4,078,651	23,357,540	26.66 %	795,845,043	731,574,483	91.92 %
TOTAL EXPENDITURES:	131,408,421	75,656,361	75,656,361	24,875,221	30,876,839	23.50 %	1,074,093,650	973,562,067	90.64 %
TRANSFERS OUT									
Statutory	25,000	0	0	0	25,000	100.00 %	25,000	25,000	100.00 %
Operating	0	0	0	0	0	0.00 %	57,527,200	57,527,200	100.00 %
TOTAL TRANSFERS OUT:	25,000	0	0	0	25,000	100.00 %	57,552,200	57,552,200	100.00 %
TOTAL EXPD AND TRANSFERS OUT:	131,433,421	75,656,361	75,656,361	24,875,221	30,901,839	23.51 %	1,131,645,850	1,031,114,267	91.12 %
Net for Fiscal Year 2020:	(62,911,010)	(1,008,073)	(1,008,073)		37,027,715		(193,914,916)	(168,031,620)	

User ID: kbentley
 Report ID: AD-FN-GL-003
 Run Date: 07 Aug 2019
 % of Time
 Remaining: 91.7

Idaho Transportation Department

STATEMENT OF REVENUES AND EXPENDITURES

BUDGET TO ACTUAL

FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 7/31/2019

Fund: 0260 State Highway Fund

		Year to Date Allotment	Year to Date Actual	Current Month Activity	Year to Date Encumbrance	Variance Favorable / Unfavorable	Percent Variance	Annual Appropriation	Appropriation Balance	Percent Remaining
		(A)	(B)	(C)	(D)	(E = A - B - D)	(F = E / A)	(G)	(H = G - B - D)	(I = H / G)
Fiscal Year: 2020										
Budget Fiscal Year: 2020										
Contract Construction										
Operating Expenditures										
Operating Expenditures	Dedicated	100,000	22,311	22,311	65,704	11,985	11.98 %	5,942,604	5,854,589	98.52 %
Operating Expenditures	Federal	1,500,000	238,205	238,205	828,738	433,057	28.87 %	11,519,387	10,452,444	90.74 %
Operating Expenditures	Local	5,000	0	0	0	5,000	100.00 %	532,012	532,012	100.00 %
Total Operating Expenditures		1,605,000	260,516	260,516	894,442	450,042	28.04 %	17,994,003	16,839,045	93.58 %
Capital Outlay										
Capital Outlay	Dedicated	21,560,727	15,748,466	15,748,466	968,709	4,843,552	22.46 %	188,029,074	171,311,899	91.11 %
Capital Outlay	Federal	53,897,596	34,943,473	34,943,473	2,215,500	16,738,623	31.06 %	506,996,042	469,837,069	92.67 %
Capital Outlay	FICR	7,700,414	7,497,499	7,497,499	0	202,915	2.64 %	41,107,644	33,610,145	81.76 %
Capital Outlay	Local	2,645,762	1,652,125	1,652,125	0	993,637	37.56 %	35,464,778	33,812,653	95.34 %
Total Capital Outlay		85,804,499	59,841,563	59,841,563	3,184,209	22,778,726	26.55 %	771,597,538	708,571,765	91.83 %
Trustee & Benefit Payments										
Trustee & Benefit Payments	Dedicated	40,000	0	0	0	40,000	100.00 %	2,420,042	2,420,042	100.00 %
Trustee & Benefit Payments	Federal	173,600	89,828	89,828	0	83,772	48.26 %	3,489,273	3,399,445	97.43 %
Trustee & Benefit Payments	Local	5,000	0	0	0	5,000	100.00 %	344,187	344,187	100.00 %
Total Trustee & Benefit Payments		218,600	89,828	89,828	0	128,772	58.91 %	6,253,502	6,163,673	98.56 %
Total Contract Construction:		87,628,099	60,191,908	60,191,908	4,078,651	23,357,540	26.66 %	795,845,043	731,574,484	91.92 %

User ID: kbentley
 Report ID: AD-FN-GL-003
 Run Date: 07 Aug 2019
 % of Time
 Remaining: 91.7

Idaho Transportation Department

STATEMENT OF REVENUES AND EXPENDITURES

BUDGET TO ACTUAL

FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 7/31/2019

Fund: 0269 Transportation Expansion and Congestion Mitigation Fund

Fiscal Year:	2020	Year to Date Allotment	Year to Date Actual	Current Month Activity	Year to Date Encumbrance	Variance Favorable / Unfavorable	Percent Variance	Annual Appropriation	Appropriation Balance	Percent Remaining
Budget Fiscal Year:	2020	(A)	(B)	(C)	(D)	(E = A - B - D)	(F = E / A)	(G)	(H = G - B - D)	(I = H / G)
REVENUES										
Miscellaneous Revenues		55,000	76,770	76,770	0	21,770	39.58 %	660,000	583,230	88.37 %
TOTAL REVENUES:		55,000	76,770	76,770	0	21,770	39.58 %	660,000	583,230	88.37 %
TRANSFERS-IN										
Cigarette Tax		0	0	0	0	0	0.00 %	4,330,169	4,330,169	100.00 %
Sales Tax		1,450,000	1,584,146	1,584,146	0	134,146	9.25 %	17,699,656	16,115,510	91.05 %
TOTAL TRANSFERS-IN:		1,450,000	1,584,146	1,584,146	0	134,146	9.25 %	22,029,825	20,445,679	92.81 %
TOTAL REV AND TRANSFERS-IN:		1,505,000	1,660,916	1,660,916	0	155,916	10.36 %	22,689,825	21,028,909	92.68 %
EXPENDITURES										
Contract Construction - Capital Projects		500,000	223,945	223,945	0	276,055	55.21 %	62,507,633	62,283,688	99.64 %
TOTAL EXPENDITURES:		500,000	223,945	223,945	0	276,055	55.21 %	62,507,633	62,283,688	99.64 %
TOTAL EXPD AND TRANSFERS OUT:		500,000	223,945	223,945	0	276,055	55.21 %	62,507,633	62,283,688	99.64 %
Net for Fiscal Year 2020:		1,005,000	1,436,971	1,436,971		431,971		(39,817,808)	(41,254,779)	

User ID: kbentley
 Report ID: AD-FN-GL-003
 Run Date: 07 Aug 2019
 % of Time
 Remaining: 91.7

Idaho Transportation Department

STATEMENT OF REVENUES AND EXPENDITURES

BUDGET TO ACTUAL

FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 7/31/2019

Fund: 0270 Strategic Initiatives Program Fund (State 60%)

	Year to Date Allotment	Year to Date Actual	Current Month Activity	Year to Date Encumbrance	Variance Favorable / Unfavorable	Percent Variance	Annual Appropriation	Appropriation Balance	Percent Remaining
Fiscal Year: 2020	(A)	(B)	(C)	(D)	(E = A - B - D)	(F = E / A)	(G)	(H = G - B - D)	(I = H / G)
Budget Fiscal Year: 2020									
REVENUES									
State Sources - Miscellaneous Revenues	122,100	88,172	88,172	0	(33,928)	-27.79%	862,300	774,128	89.77 %
TOTAL REVENUES:	122,100	88,172	88,172	0	(33,928)	-27.79%	862,300	774,128	89.77 %
TOTAL REV AND TRANSFERS-IN:	122,100	88,172	88,172	0	(33,928)	-27.79%	862,300	774,128	89.77 %
EXPENDITURES									
Contract Construction - Capital Projects	2,000,000	4,310,862	4,310,862	0	(2,310,862)	-115.54%	44,768,703	40,457,841	90.37 %
TOTAL EXPENDITURES:	2,000,000	4,310,862	4,310,862	0	(2,310,862)	-115.54%	44,768,703	40,457,841	90.37 %
TOTAL EXPD AND TRANSFERS OUT:	2,000,000	4,310,862	4,310,862	0	(2,310,862)	-115.54%	44,768,703	40,457,841	90.37 %
Net for Fiscal Year 2020:	(1,877,900)	(4,222,690)	(4,222,690)		(2,344,790)		(43,906,403)	(39,683,713)	

User ID: kbentley
 Report ID: AD-FN-GL-003
 Run Date: 07 Aug 2019
 % of Time
 Remaining: 91.7

Idaho Transportation Department

STATEMENT OF REVENUES AND EXPENDITURES

BUDGET TO ACTUAL

FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 7/31/2019

Fund: 0270 Strategic Initiatives Program Fund (LHTAC-Local 40%)

	Year to Date Allotment	Year to Date Actual	Current Month Activity	Year to Date Encumbrance	Variance Favorable / Unfavorable	Percent Variance	Annual Appropriation	Appropriation Balance	Percent Remaining
Fiscal Year: 2020	(A)	(B)	(C)	(D)	(E = A - B - D)	(F = E / A)	(G)	(H = G - B - D)	(I = H / G)
Budget Fiscal Year: 2020									
REVENUES									
State Sources - Miscellaneous Revenues	0	162	162	0	162	0.00 %	0	(162)	0.00 %
TOTAL REVENUES:	0	162	162	0	162	0.00 %	0	(162)	0.00 %
TOTAL REV AND TRANSFERS-IN:	0	162	162	0	162	0.00 %	0	(162)	0.00 %
EXPENDITURES									
Contract Construction - Trustee & Benefit Payments	25,831	0	0	0	25,831	100.00 %	25,831	25,831	100.00 %
TOTAL EXPENDITURES:	25,831	0	0	0	25,831	100.00 %	25,831	25,831	100.00 %
TOTAL EXPD AND TRANSFERS OUT:	25,831	0	0	0	25,831	100.00 %	25,831	25,831	100.00 %
Net for Fiscal Year 2020:	(25,831)	162	162		25,993		(25,831)	(25,993)	

User ID: kbentley
 Report ID: AD-FN-GL-003
 Run Date: 07 Aug 2019
 % of Time
 Remaining: 91.7

Idaho Transportation Department

STATEMENT OF REVENUES AND EXPENDITURES

BUDGET TO ACTUAL

FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 7/31/2019

Fund: 0374 GARVEE Capital Project Fund

	Year to Date Allotment	Year to Date Actual	Current Month Activity	Year to Date Encumbrance	Variance Favorable / Unfavorable	Percent Variance	Annual Appropriation	Appropriation Balance	Percent Remaining
	(A)	(B)	(C)	(D)	(E = A - B - D)	(F = E / A)	(G)	(H = G - B - D)	(I = H / G)
Fiscal Year: 2020									
Budget Fiscal Year: 2020									
REVENUES									
State Sources - Miscellaneous Revenues	0	1,765,870	1,765,870	0	1,765,870	0.00 %	0	(1,765,870)	0.00 %
TOTAL REVENUES:	0	1,765,870	1,765,870	0	1,765,870	0.00 %	0	(1,765,870)	0.00 %
TOTAL REV AND TRANSFERS-IN:	0	1,765,870	1,765,870	0	1,765,870	0.00 %	0	(1,765,870)	0.00 %
EXPENDITURES									
Operating Expenditures	0	8,427	8,427	0	(8,427)	0.00 %	0	(8,427)	0.00 %
Capital Projects	0	591,599	591,599	0	(591,599)	0.00 %	0	(591,599)	0.00 %
TOTAL EXPENDITURES:	0	600,026	600,026	0	(600,026)	0.00 %	0	(600,026)	0.00 %
TRANSFERS OUT									
Statutory	0	1,175,642	1,175,642	0	(1,175,642)	0.00 %	0	(1,175,642)	0.00 %
TOTAL TRANSFERS OUT:	0	1,175,642	1,175,642	0	(1,175,642)	0.00 %	0	(1,175,642)	0.00 %
TOTAL EXPD AND TRANSFERS OUT:	0	1,775,669	1,775,669	0	(1,775,668)	0.00 %	0	(1,775,668)	0.00 %
Net for Fiscal Year 2020:	0	(9,799)	(9,798)		(9,798)		0	9,798	

User ID: kbentley
 Report ID: AD-FN-GL-003
 Run Date: 07 Aug 2019
 % of Time
 Remaining: 91.7

Idaho Transportation Department

STATEMENT OF REVENUES AND EXPENDITURES

BUDGET TO ACTUAL

FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 7/31/2019

Fund: 0375 GARVEE Debt Service Fund

	Year to Date Allotment	Year to Date Actual	Current Month Activity	Year to Date Encumbrance	Variance Favorable / Unfavorable	Percent Variance	Annual Appropriation	Appropriation Balance	Percent Remaining
	(A)	(B)	(C)	(D)	(E = A - B - D)	(F = E / A)	(G)	(H = G - B - D)	(I = H / G)
Fiscal Year: 2020									
Budget Fiscal Year: 2020									
REVENUES									
State Sources - Miscellaneous Revenues	0	21,885	21,885	0	21,885	0.00 %	0	(21,885)	0.00 %
TOTAL REVENUES:	0	21,885	21,885	0	21,885	0.00 %	0	(21,885)	0.00 %
TRANSFERS-IN									
Operating	0	1,244,620	1,244,620	0	1,244,620	0.00 %	0	(1,244,620)	0.00 %
TOTAL TRANSFERS-IN:	0	1,244,620	1,244,620	0	1,244,620	0.00 %	0	(1,244,620)	0.00 %
TOTAL REV AND TRANSFERS-IN:	0	1,266,505	1,266,505	0	1,266,505	0.00 %	0	(1,266,505)	0.00 %
EXPENDITURES									
Bond Principal / Interest	0	43,431,155	43,431,155	0	(43,431,155)	0.00 %	0	(43,431,155)	0.00 %
TOTAL EXPENDITURES:	0	43,431,155	43,431,155	0	(43,431,155)	0.00 %	0	(43,431,155)	0.00 %
TOTAL EXPD AND TRANSFERS OUT:	0	43,431,155	43,431,155	0	(43,431,155)	0.00 %	0	(43,431,155)	0.00 %
Net for Fiscal Year 2020:	0	(42,164,650)	(42,164,650)		(42,164,650)		0	42,164,650	

User ID: kbentley
 Report ID: AD-FN-GL-003
 Run Date: 07 Aug 2019
 % of Time
 Remaining: 91.7

Idaho Transportation Department

STATEMENT OF REVENUES AND EXPENDITURES

BUDGET TO ACTUAL

FOR THE FISCAL YEAR TO DATE - FOR THE PERIOD ENDED 7/31/2019

Fund: 0221 State Aeronautics Fund

Fiscal Year: 2020	Year to Date Allotment	Year to Date Actual	Current Month Activity	Year to Date Encumbrance	Variance Favorable / Unfavorable	Percent Variance	Annual Appropriation	Appropriation Balance	Percent Remaining
Budget Fiscal Year: 2020	(A)	(B)	(C)	(D)	(E = A - B - D)	(F = E / A)	(G)	(H = G - B - D)	(I = H / G)
REVENUES									
Federal Sources - FAA	25,000	25,759	25,759	0	759	3.04 %	667,500	641,741	96.14 %
State Sources - Miscellaneous Revenues	8,645	11,551	11,551	0	2,906	33.61 %	362,500	350,949	96.81 %
Interagency Sources - Miscellaneous Revenues	17,000	34,068	34,068	0	17,068	100.40 %	250,000	215,932	86.37 %
TOTAL REVENUES:	50,645	71,378	71,378	0	20,733	40.94 %	1,280,000	1,208,622	94.42 %
TRANSFERS-IN									
Operating	202,023	259,923	259,923	0	57,900	28.66 %	2,650,000	2,390,077	90.19 %
TOTAL TRANSFERS-IN:	202,023	259,923	259,923	0	57,900	28.66 %	2,650,000	2,390,077	90.19 %
TOTAL REV AND TRANSFERS-IN:	252,668	331,301	331,301	0	78,633	31.12 %	3,930,000	3,598,699	91.57 %
EXPENDITURES									
Permanent Staff Salaries	61,200	50,813	50,813	0	10,387	16.97 %	796,788	745,975	93.62 %
Board, Hourly, OT, Shift Diff	11,100	12,038	12,038	0	(938)	-8.45%	57,900	45,862	79.21 %
Fringe Benefits	28,687	26,287	26,287	0	2,400	8.37 %	350,912	324,625	92.51 %
In State Travel Expense	7,144	7,786	7,786	0	(642)	-8.99%	59,246	51,460	86.86 %
Out of State Travel Expense	0	0	0	0	0	0.00 %	17,800	17,800	100.00 %
Technology Operating Expense	4,809	3,075	3,075	0	1,734	36.06 %	46,257	43,182	93.35 %
Operating Expense	51,663	38,280	38,280	5,400	7,983	15.45 %	1,156,697	1,113,017	96.22 %
Technology Equipment Expense	0	0	0	0	0	0.00 %	9,600	9,600	100.00 %
Capital Equipment Expense	0	0	0	0	0	0.00 %	33,000	33,000	100.00 %
Capital Facilities Expense	0	0	0	0	0	0.00 %	50,000	50,000	100.00 %
Trustee & Benefit Payments	83,333	62,605	62,605	0	20,728	24.87 %	2,029,911	1,967,306	96.92 %
TOTAL EXPENDITURES:	247,936	200,884	200,884	5,400	41,652	16.80 %	4,608,111	4,401,827	95.52 %
TOTAL EXPD AND TRANSFERS OUT:	247,936	200,884	200,884	5,400	41,652	16.80 %	4,608,111	4,401,827	95.52 %
Net for Fiscal Year 2020:	4,732	130,417	130,417		120,285		(678,111)	(803,128)	68



Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date September 12, 2019

Consent Item ☐ Information Item ☒ Amount of Presentation Time Needed _____

Presenter's Name Joel Drake	Presenter's Title Financial Mgr., FP&A	Initials JD	Reviewed By
Preparer's Name Nathan Hesterman	Preparer's Title Sr. Planner - Programming	Initials ndh	

Subject

Monthly Reporting of Federal Formula Program Funding Through August		
Key Number N/A	District N/A	Route Number N/A

Background Information

Idaho received obligation authority through September 30th via an Appropriation Act signed on February 15, 2019. Official notice from the FHWA was received on March 11th. Notice of the receipt of \$19.9 million of FY 2019 *Highway Infrastructure General Funds* was received on March 18th. *Redistribution of Obligation Authority Not Used by Other States* was received on August 30th and totaled \$25.6 million. Obligation authority through the end of the year (365/365^{ths}) is \$334.1 million which corresponds to \$332.6 million with match after a reduction for indirect costs.

Idaho has received apportionments via notices through March 18, 2019 of \$341.2 million which includes *Redistribution of Certain Authorized Funds* and *Highway Infrastructure General Funds* carried over from last year. Currently, obligation authority is 98.2% of apportionments.

The exhibits on the following page summarize these amounts and show allotments and remaining funds by program through September 30, 2019.

Recommendations

For Information

Board Action

<input type="checkbox"/> Approved <input type="checkbox"/> Deferred _____
<input type="checkbox"/> Other _____



Board Agenda Item

ITD 2210 (Rev. 10-13)

Exhibit One Actual Formula Funding for FY2019

Per FAST Tables – Total Year	
Federal Aid Only	\$320,716
Including Match	\$344,374
Per Apportionments – Total Year	
Federal Aid Only	\$341,216
Including Match	\$366,387
Obligation Limits through 9/30/2019	
Federal Aid Only	\$334,095
Less prorated \$25M indirect costs w/Match	\$332,608

- Notes:
1. All dollars in Thousands
 2. 'Approved Program' amounts from the FY 2019 Board Approved Program (Sky Blue Book).
 3. Apportionment and Obligation Authority amounts reflect available funds via federal notices received through August 30, 2019.

Exhibit Two Allotments of Available Formula Funding through September 30, 2019

Program	Allotted Total Program Funding	Total Program Funding Remaining
All Other SHS Programs	\$208,398	\$23,388
GARVEE Formula Debt Service*	\$56,700	(\$1,778)
State Planning and Research*	\$6,941	\$263
Metropolitan Planning*	\$1,849	\$0
Railroad Crossings	\$2,072	\$1,375
Transportation Alternatives (Urban/Rural)	\$3,850	\$378
Recreational Trails	\$1,676	\$1,659
STBG - Local Urban	\$10,009	\$1,032
STBG - Transportation Mgt. Area+	\$12,051	\$793
Transportation Alternatives (TMA)	\$470	\$118
STBG – Local Rural	\$15,481	\$9,126
Local Bridge	\$5,336	(\$6,037)
Off System Bridge	\$4,002	(\$248)
Local Safety	\$3,772	\$244
Total (excluding indirect costs)	\$332,608	\$30,314

- Notes:
1. All dollars in Thousands.
 2. Allotments based on the FY 2019 Board Approved Program (Sky Blue Book).
 3. Funding amounts include match and reflect total formula funding available (excluding indirect costs).
 4. Data reflects both obligation and de-obligation activity (excluding indirect costs) as of August 31st.
 5. Advanced construction conversions of \$51.9 million are outstanding in FY 2019.
 6. Includes \$207k payback from TAP, \$2,500k from Local Bridge (Ora), and \$450k from Local Bridge (Penstock)
- * These programs are provided 100% Obligation Authority. Other programs are reduced accordingly.
- + Provided an extra \$200k to meet the TMA OA proportion per FAST Act; \$1.0M Hwy infrastructure delayed to FY20



Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date September 12, 2019

Consent Item ☐

Information Item ☒

Amount of Presentation Time Needed Information

Presenter's Name Justin Collins	Presenter's Title Financial Manager - FP&A	Initials JC	Reviewed By LSS
Preparer's Name Justin Collins	Preparer's Title Financial Manager - FP&A	Initials JC	

Subject

Status: FY2021 Appropriation Request		
Key Number	District	Route Number

Background Information

The department's FY21 Appropriation Request was submitted to DFM and LSO on August 30, 2019

The FY2021 Appropriation Request carries these changes from the Proposed Request reviewed with the Board in August:

FTP's	Spending Authority	
1,651.0	\$754,484,000	FY21 Proposed Request reviewed with the Board (08-22-19)
	5,000	Personnel: refined cost estimates and updated HCP numbers
	(73,300)	Equipment: updated computer costs
	(436,500)	Trustee & Benefits: updated amount on FTA portion of the Federal Funds line item
0.0	(\$504,800)	Net Change
1,651.0	\$753,979,200	FY21 Original Appropriation Request (08-30-19)

Summary values carried in the FY21 Appropriation Request

\$ 639,273,700	FY21 Base
34,905,400	Base Adjustments
\$ 674,179,100	Adjusted FY21 Base
79,800,100	Line Items
<u>\$ 753,979,200</u>	Total FY21 Spending Authority
66,479,000	Debt Service
<u>\$ 820,458,200</u>	FY21 Total Program Funding

Exhibits

- Comparison: FY21 Proposed Request (08-22-19) to Original Request (08-30-19)
- Appropriation Request Summary

Recommendations

Information Item for the Board



Board Agenda Item

ITD 2210 (Rev. 10-13)

Board Action

<input type="checkbox"/> Approved	<input type="checkbox"/> Deferred	_____
<input type="checkbox"/> Other	_____	

IDAHO TRANSPORTATION DEPARTMENT
FY21 APPROPRIATION REQUEST - September 2019 Board Meeting
as of: 08-30-2019
(\$ in millions, rounded)

		DRAFT Board Workshop Jun 20, 2019	September Board Meeting			Description of Change from August Board Meeting
			Proposed Request Aug 22, 2019	Original Request Aug 30,2019	\$ Change	
1	CASH, Beginning	7.7	30.1	30.1	-	
	Revenue					
2	Federal	340.4	340.3	339.9	(0.4)	Reduced amount of FTA portion of the Federal Funds line item by \$437K
3	Fed - Obligated Unspent	40.0	40.0	40.0	-	
4	State	347.2	362.0	362.0	-	
5	Interagency	0.3	0.3	0.3	-	
6	Local	4.7	4.7	4.7	-	
7	TECM	22.0	25.5	25.5	-	
9	Pre-FY21 Funds	-	20.8	20.8	-	
8	Total Revenue	754.6	793.6	793.2	(0.4)	
9	Expenditures					
10	Personnel	138.1	139.8	139.8	0.0	
11	Operating	99.5	100.7	100.7	-	
12	Capital Facilities	16.1	16.1	16.1	-	
13	Equipment	30.2	30.2	30.2	(0.1)	Updated Computer costs lowered Equipment by \$73K
14	Trustee & Benefits	22.8	24.5	24.1	(0.4)	Updated FTA portion of the Federal Funds line item by \$437K
15	Contract Construction	386.1	443.1	443.1	-	
16	Total Expenditures	692.7	754.5	754.0	(0.5)	Total diff in Expenditures
16	Anticipated Reversions	-	-	-	-	
17	Debt Service	66.5	66.5	66.5	-	
18	Total Program Funding	759.2	821.0	820.5	(0.5)	
20	CASH, Ending	3.1	2.8	2.9	0.1	Increase to Ending Cash

IDAHO TRANSPORTATION DEPARTMENT
September 2019 Board Meeting

FY21 Appropriation Request - Original Request (08-30-19)

		<u>Funding</u>	<u>FTE's</u>
1	FY21 BASE	\$ 639,273,700	1,651.0
2			
3	Adjustments		
4	Change In Benefit Costs	\$ 3,474,100	
5	Inflation (DMV and Hwy Ops)	\$ 315,000	
6	Change in Employee Compensation (1.0%)	\$ 1,155,000	
7	Annualization (DMV House Bill H0179)	\$ 136,400	
8	Replacement Equipment	\$ 29,674,900	
9	SWCAP (5% placeholder)	\$ 150,000	
10		\$ 34,905,400	
11			
12	FY21 ADJUSTED BASE	\$ 674,179,100	1,651.0
13			
14	Line Items (13 line items, by Division)		
15	Construction: Pre-FY20 funds - Emergency Relief, Federal, Local	\$ 50,700,000	
16	Highway Operations: Operations Materials and Costs	\$ 3,641,300	
17	Highway Operations: Geographic Info Systems (GIS) Integration (Phase 3)	\$ 1,635,000	
18	Highway Operations: Additional Equipment for Hwy Ops	\$ 384,400	
19	Highway Operations: Grant Mgmt Software Application	\$ 190,000	
20	Highway Operations: Federal Funding (FTA, NHTSA, & FHWA)	\$ 3,267,000	
21	Highway Operations: Intelligent Transportation System Replacement	\$ 2,754,700	
22	Motor Vehicles: DMV Equipment for County Offices	\$ 265,800	
23	Capital Facilities: District 4 Headquarters Building	\$ 12,500,000	
24	Administration: Cloud License Security Upgrade	\$ 1,270,000	
25	Administration: Information Technology Service Mgmt (TOM phase 3)	\$ 955,200	
26	Administration: LUMA Interface Plan	\$ 486,700	
27	Aeronautics: Increase to Idaho Airport Aid Program (IAAP)	\$ 1,750,000	
28			
29			
30		\$ 79,800,100	
31			
32	FY21 TOTAL APPROPRIATION	\$ 753,979,200	1,651.0
33			
34	GARVEE Bond Debt Service	\$ 66,479,000	
35			
36	FY21 TOTAL PROGRAM FUNDING	\$ 820,458,200	1,651.0



Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date September 12, 2019Consent Item ☐Information Item ☒Amount of Presentation Time Needed 25 minutes

Presenter's Name Dana Dietz/ Elaine Clegg	Presenter's Title Contracts Engr/ ISG Coordinator	Initials DD/ EC	Reviewed By LSS
Preparer's Name Dana Dietz	Preparer's Title Contracts Engineer	Initials	MC

Subject

Safe Route to School Collaboration Efforts

Key Number	District	Route Number
------------	----------	--------------

Background Information

BACKGROUND

The Idaho Transportation Department (ITD) administers a competitive, federally funded program known as Transportation Alternatives Program (TAP) that funds both infrastructure projects (bike paths, sidewalk, pedestrian signals etc.) as well as non-infrastructure projects (education, enforcement and encouragement incentives to walk or bike to school, etc.). These programs work in unison to encourage walking and biking to school. The non-infrastructure projects follow guidance under the federal program known as Safe Routes to School (SRTS). SRTS funding is provided to instructors to provide K-8th grade early education on how to safely walk or ride their bike to and from school. The program has developed a progressive curriculum that builds each year by teaching Idaho youngsters about basic hand signaling, rules of the road, wearing helmets, riding in the morning/ night and recognizing the meaning of roadway signs.

The attached Transportation Alternatives Program Board Policy and Administrative Policy, 4081 and 5081, respectively, outline specifics regarding this program. As noted in the policy, 5-10% of the \$3.8 M annual program funding is utilized for these non-infrastructure SRTS projects.

TODAY'S PRESENTATION

Today, Idaho Smart Growth (ISG), who has been competitively selected as a SRTS grantee for the past two fiscal years, will be presenting on their efforts and accomplishments related to the statewide SRTS program.

Recommendations

For Information Only.

Board Action

☐ Approved ☐ Deferred _____
☐ Other _____



TRANSPORTATION ALTERNATIVES PROGRAM

Purpose

The purpose of the Transportation Alternatives Program (TAP) is to preserve and create in Idaho more livable communities where roads blend with and preserve the natural, social, and cultural environment, by providing for a variety of alternative transportation projects through current or successive federal highway acts.

Legal Authority

- Idaho Code 40-312(2) – Authority of Board to promulgate rules for the expenditure of all moneys appropriated or allocated by law to the Department or the Board.
- Idaho Code 40-317 – Authority to enter into cooperative agreements with the federal government and local governments.
- Idaho Code 40-702(5) - Establishment of the state highway account to include all federal surface transportation funds received from the United States government.

Programming of Projects

The Director or delegate shall determine the eligible project types for the annual program and outline the percentage of funding spent on each. The project types will be determined based on historical project types representing the highest demand of alternative transportation needs.

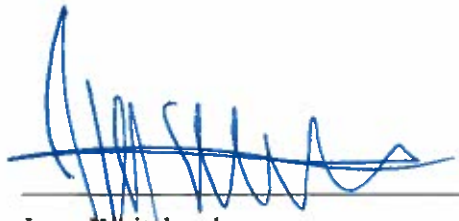
Projects will be selected on a competitive statewide application process and evaluated for feasibility and federal eligibility by a recommendation committee made up of relevant expertise and local agency representation.

Program Management

The Director or delegate shall coordinate with the districts, recommendation committee and the sponsoring agencies, when advancing and delaying projects based on project readiness. Delays and advances must conform to the available funding for a given year and will be approved by the Idaho Transportation Board.

Every effort will be made to expend TAP funds in the program, but in the event that there are unused funds in a single fiscal year, unused funds may be transferred to other eligible programs. Transfers shall not exceed allotted limits set by federal regulation. A prioritized process will be developed to use the obligation authority associated with unused TAP funds, placing an

emphasis on TAP projects where possible. All obligations of unused TAP funds are to be completed prior to August 1st of the given fiscal year.



Jerry Whitehead
Board Chairman

Approved by the Board on:

Date 4/28/16



Administrative Policy 5081
Page 1 of 2

TRANSPORTATION ALTERNATIVES PROGRAM

Purpose

This policy implements Board Policy 4081 concerning the Transportation Alternatives Program.

Legal Authority

- Idaho Code 40-312(2) – Authority of Board to promulgate rules for the expenditure of all moneys appropriated or allocated by law to the Department or the Board.
- Idaho Code 40-317 – Authority to enter into cooperative agreements with the federal government and local governments.
- Idaho Code 40-702(5) - Establishment of the state highway account to include all federal surface transportation funds received from the United States government.

Eligible Project Types and Funding Distribution:

Funding guidance for Transportation Alternatives projects will be as shown below. This distribution is based on historical project types representing alternative transportation needs.

- | | |
|--|---------------------------------|
| • Design and/or construction of infrastructure-related projects and systems that will provide safe routes for non-drivers | 60% to 70% of available funding |
| • Design and/or construction of infrastructure-related projects to improve the ability of students to walk and bicycle to school | 20% to 30% of available funding |
| • Safe routes to school coordination and education | 5% to 10% of available funding |

Recommendation Committee

A recommendation committee will be established to review the TAP program applications and recommend projects to the Idaho Transportation Board. The recommendation committee members shall consist of appropriate interested parties and experts having no known or perceived conflict of interest. The recommendation committee will consist of between 5 – 8 members from the following organizations.

- Local Highway Technical Assistance Council
- Representative from Bicycle/Pedestrian Advisory Committee
- ITD Office of Highway Safety
- ITD Planner
- Other technical experts as needed

Ex officio members include:

- Federal Highway Administration
- Transportation Alternatives Program Manager

The Transportation Alternatives Program Manager shall staff the recommendation committee.


Selection and Programming of Projects

The Transportation Alternatives Program Manager will solicit applications based on current funding parameters. Project selection shall be based on a statewide, competitive application process. Applications will be reviewed and ranked by the recommendation committee based on feasibility and federal eligibility. A list of recommended projects will be submitted to the Idaho Transportation Board as part of the annual update of the Idaho Transportation Investment Program (ITIP).

Program Management

In the event that there is unused available funding (obligation authority + apportionment) through project delay, removal, project savings, or annual obligation authority limitations it will be re-distributed by the Transportation Alternatives Program Manager, in collaboration with the recommendation committee and local sponsors, in the following priority:

1. Project Advancements: Advances shall be dependent upon project readiness and available funding and shall be approved by the Idaho Transportation Board.
2. Reimbursement of Overruns: Infrastructure projects may be eligible for additional reimbursement if the following terms are met:
 - a. Funding is available after all project advancements have been completed,
 - b. Project advertised and bids exceed engineer's estimate, and
 - c. Sponsor awards the project to lowest responsive bidder.This funding will be prioritized on a first come, first serve basis based on the date the project was advertised for bids. This funding will be limited to construction funds only to cover the difference between the engineer's estimate and the actual awarded bid. Reimbursement shall be limited to no more than five percent (5%) of the engineer's estimate and will only apply to projects in the same funding year.
3. Program Transfers: Using steps 1 and 2 above, every effort will be made to expend TAP funds in the program, but in the event that there are unused funds in a single fiscal year, the unused funds may be transferred to other programs. Transfers shall not exceed allotted limits set by federal regulation.



Brian W. Ness
Director

Date 6/17/2016



Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date September 12, 2019Consent Item ☐Information Item ☒Amount of Presentation Time Needed 15 minutes

Presenter's Name John Tomlinson	Presenter's Title Highway Safety Manager	Initials JT	Reviewed By LSS
Preparer's Name John Tomlinson	Preparer's Title Highway Safety Manager	Initials JT	

Subject

End Distracted Driving		
Key Number	District	Route Number

Background Information

The Office of Highway Safety is teaming up with COMPASS to bring the founder of End Distracted Driving, Joel Feldman, to Idaho September 9-10. Feldman's 21 year old daughter Casey was killed by a distracted driver in 2009. Since then, he has been traveling the nation focusing on raising awareness about the dangers of distracted driving. He will be giving a presentation on September 9th to the public on being part of the solution to end distracted driving. On the 10th, he will be visiting three local high schools to share his daughter's story. Then, he will be teaching a course on becoming an "End Distracted Driving" presenter.

We will briefly summarize the joint effort of COMPASS and ITD to bring this program to Idaho.

Recommendations

For information.



Board Agenda Item

ITD 2210 (Rev. 10-13)

Board Action

<input type="checkbox"/> Approved	<input type="checkbox"/> Deferred	_____
<input type="checkbox"/> Other	_____	

Board Agenda Item

Meeting Date September 12, 2019Amount of Time Needed for Presentation 15 minutes

Presenter's Name Joel Drake	Presenter's Title Financial Mgr. – FP&A	Initials JD, AR	Reviewed By LSS
Preparer's Name Nathan Hesterman	Preparer's Title Sr. Planner – Programming	Initials NH	

Subject

Recommended FY 2020 - 2026 Idaho Transportation Investment Program		
Route Number Various	Project Number Various	Key Number Various
District Various	Location Various	

Background Information

The Recommended FY 2020 - 2026 Idaho Transportation Investment Program (ITIP) is provided for the Board's review and approval. The Recommended ITIP includes the Highways, Public Transportation, and Aeronautics Programs as of August 26th. The Recommended ITIP is provided under separate cover and indicates changes between the draft ITIP as reviewed at the Board's June Workshop and this Recommended ITIP. The Recommended ITIP includes summarized preliminary engineering, right-of-way acquisition, and construction costs for each project.

Public comments and requests were considered and incorporated into the Recommended ITIP by the Districts when appropriate. Additional changes to the program are expected after *Redistribution of Obligation Authority Not Used By Other States* is received at the end of August along with resulting end-of-year actions. Other changes since the June Workshop include fiscally constrained changes requested by stakeholders and correction of oversights and errors.

(continued on the next page)

Recommendations

Approval of the attached resolution, page 83.

Board Action

<input type="checkbox"/> Approved <input type="checkbox"/> Deferred _____ <input type="checkbox"/> Other _____

**RESOLUTION**

WHEREAS, it is in the public's interest for the Idaho Transportation Department 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 2016 Fixing America's Surface Transportation (FAST) 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, Highways, Public Transit, and Aeronautics have recommended new projects and updated the costs and schedules for projects in the Recommended FY 2020 - 2026 ITIP; and

WHEREAS, the Recommended FY 2020 - 2026 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 FY 2020 - 2026 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 Idaho Transportation Board approves the Recommended FY 2020 - 2026 Idaho Transportation Investment Program (ITIP).

BE IT FURTHER RESOLVED, that staff is authorized to submit the federal version of ITIP (the Statewide Transportation Improvement Program; or STIP) for federal approval in accordance with the provisions of FAST.



Board Agenda Item

ITD 2210 (Rev. 10-13)

Meeting Date September 12, 2019

Consent Item ☐ Information Item ☐ Amount of Presentation Time Needed 10 Minutes

Presenter's Name	Presenter's Title	Initials	Reviewed By
Ramón Hobdey-Sánchez	GAPM	RSHS	LSS
Preparer's Name	Preparer's Title	Initials	
Ramón Hobdey-Sánchez	GAPM	RSHS	

Subject

2019-2020 ITD Administrative Rulemaking		
Key Number	District	Route Number

Background Information

The Idaho Transportation Department is bringing forward multiple rule changes this year. The majority of which are being worked on under the guidance of the Governor's Red Tape Reduction Act (RTRA).

In August, Department staff presented 11 rulemakings and informed the Board of two different rulemaking paths: 1) under the standard, formal rulemaking process and 2) under the unprecedented administrative rule reauthorization.

Therefore, the 3 dockets being brought forth this month are all under the Governor's reauthorization and have the support of DFM. The following draft rule chapters are:

39.02.05: Rules Governing Issuance of Certificates of Title

- Please note, this rule was presented in August, so the **new language is simply highlighted in yellow**
- This rule is being advanced as part of the Governor's rule reauthorization
- This rule consolidates:

[39.02.05: Rules Governing Lien Filing on Certificate of Title](#)

[39.02.07: Rules Governing Titling of Salvage, Specially Constructed, Replica and Rebuilt Salvage Motor Vehicles](#)

[39.02.11: Rules Governing Odometer Readings on Title Records](#)

[39.02.12: Rules Governing Issuing Certificates of Title and Bonded Certificates of Title](#)

[39.02.24: Rules Governing 'Gray Market' Vehicle Registration and Titling](#)

- The Notice will be published in the Special Edition of the November Bulletin

39.02.60: Rules Governing License Plate Provisions

- This rule is being advanced as part of the Governor's rule reauthorization
- This rule consolidates:

[39.02.60: Rules Governing License Plate Provisions](#)

[39.02.61: Rules Governing License Plates for Governmental Agencies and Taxing Districts](#)

- The Notice will be published in the Special Edition of the November Bulletin

39.04.01: Rules Governing Aeronautics and Aviation

- This rule is being advanced as part of the Governor's rule reauthorization
- This rule consolidates:

[39.04.01: Rules Governing Federal Aviation Regulations](#)

[39.04.02: Rules Governing Marking of Hazards to Air Flight](#)

[39.04.03: Rules Governing Restriction of Flight in Designated Emergency Areas](#)

[39.04.04: Rules Governing Idaho Airport Aid Program](#)

[39.04.05: Rules Governing Aircraft Registration](#)

[39.04.06: Rules Governing Commercial and Through-the-Fence Operations and Hangar Construction at State Airports](#)

[39.04.07: Rules Governing Aerial Search and Rescue of Lost Aircraft and Airmen](#)

[39.04.08: Rules Governing Operations at State Airports](#)

- The Notice will be published in the Special Edition of the November Bulletin



Board Agenda Item

ITD 2210 (Rev. 10-13)

Recommendations

Please see the rulemaking resolution on page 127.

Board Action

☐ Approved ☐ Deferred _____
☐ Other _____

**IDAPA 39
TITLE 02
CHAPTER 05**

39.02.05 – RULES GOVERNING ISSUANCE OF CERTIFICATES OF TITLE

000. LEGAL AUTHORITY.

Under the authority of Sections 49-201, [49-504](#), 49-507 and 49-525, Idaho Code, the Department adopts the following rule.

001. TITLE AND SCOPE.

01. Title. These rules shall be cited as IDAPA 39.02.05 “Rules Governing Issuance of Certificates of Title.”

02. Scope. These rules identify requirements for the issuance of certificates of title, pursuant to Title 49, Chapter 5, Idaho Code.

002. WRITTEN INTERPRETATIONS.

This agency does not rely on written interpretations for these rules.

003. ADMINISTRATIVE APPEALS.

All contested cases shall be governed by the provisions of IDAPA 04.11.01. “Idaho Rules of Administrative Procedure of the Attorney General.”

004. INCORPORATION BY REFERENCE.

There are no documents incorporated by reference in this chapter.

005. OFFICE – OFFICE HOURS – MAILING AND STREET ADDRESS – PHONE NUMBERS.

01. Street and Mailing Address. The Idaho Transportation Department maintains a central office for title issuance in Boise at 3311 W. State Street with a mailing address of P.O. Box 7129, Boise ID, 83707-1129.

02. Office Hours. Daily office hours are 8:00 a.m. to 5:00 p.m. except Saturday, Sunday and state holidays.

03. Telephone and FAX Numbers. The central office may be contacted during office hours by phone at 208-334-8663 or by fax at 208-334-8658.

006. PUBLIC RECORDS ACT COMPLIANCE.

All records associated with this chapter are subject to and in compliance with the Idaho Public Records Act, as set forth in Title 74, Chapter 1, Idaho Code.

007.-- 009. (RESERVED)

010. DEFINITIONS.

01. Appropriate Governmental Entity. The agency or organization employing the authorized officers who take an abandoned vehicle into custody or direct a vehicle to be stored or towed.

02. Assembled Vehicle. A vehicle which has been constructed using parts from two (2) or more vehicles and has the same appearance as a vehicle that was manufactured under a specific make and model by a manufacturer. Changes may include frame and/or cab changes. See Section [305](#) for title application requirements.

03. Body/Center Passenger Area. The center structure, either of a unibody or frame-type passenger vehicle, consisting of a unit of sheet metal and structural components that extends from the firewall to the back of the rear seat or to the factory seam separating the rear section or the centerline of the rear wheels, i.e. cowl panel, dash panel, floor pans, center side body panels, side rails, rocker panels, and other such component parts that may be

pertinent to this section.

04. Brand. A description on a certificate of title or title record, as determined by the Department or the equivalent agency of another jurisdiction, which indicates and advises future owners and interested parties that:

a. The vehicle has or has had a relevant physical condition, modification, construction, alteration or history of use; or

b. Past or present ownership of the vehicle could not be clearly established to the satisfaction of the Department or the equivalent agency of another jurisdiction.

05. Cab. The passenger compartment of a common truck or pickup truck. It is a unit of sheet metal and structural components including the top/roof and the cowl which may or may not include glass, instrumentation, steering column and seat.

06. Frame. The heavy metal structure that supports the auto body and other external component parts on body-over-frame constructed vehicles only.

07. Gray Market Vehicle. A vehicle manufactured outside of the U.S. for use in other countries that did not meet U.S. Federal Motor Vehicle Safety Standards or Environmental Protection Agency requirements at the time of manufacture.

08. Mileage. Actual distance that a vehicle has traveled.

09. Replica Street Rod. A vehicle made to replicate any pre-1949 vehicle which has had a significant drive train update from a more modern vehicle. Changes may include engine, transmission, rear axle and other suspension components. The body will resemble the same as the manufacturer's original issue. See Section 305 for title application requirements.

~~**10. Replica Vehicle.** A vehicle made to replicate any vehicle previously manufactured, using metal, fiberglass, or other composite matters. Replica vehicles must look like the original vehicle being replicated but may use a more modern drive train. At a minimum, replica vehicles will meet the same federal motor vehicle safety and emission standards in effect for the year and type of vehicle being replicated, pursuant to Section 49-123(2)(n), Idaho Code. See Section 305 for title application requirements.~~

10. Street Rod Vehicle. Any pre-1949 manufactured vehicle which has had a significant drive train update from a more modern vehicle. Changes may include engine, transmission, rear axle, and other suspension components. The body will be the same as the manufacturer's original issue. See Section 305 for title application requirements.

11. Transferee. Any person to whom the ownership of a motor vehicle is transferred, or any person who, as agent, accepts transfer of ownership of a motor vehicle for another, by purchase, gift or any means other than creation of a security interest.

12. Transferor. Any person who transfers vehicle ownership or any person who, as agent, transfers the ownership of another's motor vehicle by sale, gift or any means other than creation of a security interest.

011-- 099.(RESERVED)

100. GENERAL.

The Department will issue a Certificate of Title on any vehicle if the applicant can show proper documentation of ownership, there are no undisclosed security interests in the vehicle, and other requirements for titling have been satisfied. Unless otherwise specified in statute or administrative rule, such proper documentation of ownership will be limited to:

01. Certificate of Title. A valid Idaho Certificate of Title or a valid Certificate of Ownership issued by another state, province or country according to the applicable laws of another state, province or country, which has been duly assigned or transferred to the applicant if issued in another's name.

02. MCO/MSO. A properly executed Manufacturer's Certificate of Origin (MCO) or Manufacturer's

Statement of Origin (MSO) in the case of a new vehicle being titled for the first time.

03. Certificate of Registration. A Certificate of Registration from a non-titling state, province or country, together with a bill of sale from the registrant if other than the applicant.

04. Transfer by Operation of Law. In the case of a transfer by operation of law, a certified copy of a valid court order, decree, or instrument upon which the claim of possession and ownership is founded, passing title to the applicant as a matter of law (for example: a property settlement, divorce decree, or execution sale's certificate of sale or bill of sale), together with an affidavit by the person or agent of the person to whom possession of the vehicle so passed, setting forth facts entitling him to possession and ownership.

05. Salvage Vehicles. For a salvage vehicle, a salvage certificate of title or other salvage ownership document issued by another state, province, or country according to the applicable laws of that state, province, or country, duly assigned or transferred to the applicant if issued in another's name.

06. Specially Constructed Vehicles.

a. For a specially constructed vehicle as defined by Section 49-123(p)(i) or (iii), Idaho Code, the original ownership document for the vehicle from which the body or cab being used has been taken unless the vehicle is from a state that requires the ownership document to remain with the frame in which case a copy of the ownership document verified to be a true and correct copy of the original, together with a bill of sale from the owner to whom the ownership document was issued if different than the applicant, and a bill of sale, invoice, or other proof of acquisition for any of the following major components used in the vehicle's construction:

- i. Frame or rails;
- ii. Engine or short block;
- iii. Transmission and/or transfer case;
- iv. Front and rear clips; or
- v. Truck bed or box

b. Each bill of sale for major component parts is to include the following:

- i. Name of purchaser;
- ii. Vehicle Identification Number (VIN) or engine number for a motorcycle, if applicable;
- iii. Description of major component part (by make, body type, year of manufacture, if applicable);
- iv. Purchase price; and
- v. Signature of seller.

c. For a specially constructed vehicle as defined by Section 49-123(p)(ii), Idaho Code, bills of sale, receipts, invoices or other proof of acquisition for the materials used in the construction.

d. For a specially constructed vehicle as defined by Section 49-123(p)(iv), Idaho Code, a properly executed manufacturer's certificate of origin (MCO) or manufacturer's statement of origin (MSO) for the custom kit, or if no MCO was issued, a factory invoice or bill of sale from the selling dealer, together with a statement certifying no MCO was issued for the kit.

101.-- 199. (RESERVED)

200. LIEN FILING

01. Date of Lien Filing. All title applications submitted to the Department or its agent for filing will include the date of filing.

a. If a lien is listed on a title application, the date the application is received by the Department or its agent will be the date of the filing of the lien.

b. A lien is perfected as of the date of the filing of a properly completed application with the department or an agent of the department. All liens filed with the department will take priority according to the order in which the properly completed applications are filed with the department or an agent of the department. The priority of liens will not be affected should the department fail to note one or more on the title or on the electronic records of the department due to error.

02. Out-of-State Transfer. If a lien was previously recorded on an out-of-state title, and the title is being surrendered to Idaho for issuance of a new certificate of title and the lien is still in effect, the Department will honor the previously recorded date shown on the out-of-state title, provided that at least one of the previous owners' names will remain on the new Idaho title. If there is no recorded date on the title, the following will be captured as the recorded date if displayed on the title with priority according to the order listed:

a. Application date

b. Issue date

c. Print date

d. If none of the aforementioned dates are present, the Department will consider other evidence provided in the documentation submitted with the title application to determine a filing date.

e. In the event that no other evidence is provided to reasonably determine the date of the lien's filing, the date the title application is filed with the Department will be the recorded date.

03. Name Change Only. If a name change is being requested on a title containing a recorded lien, and the lien is not being released, the original recorded date will be retained for the lien filing, provided that the new title will retain the name of the same lienholder and at least one (1) of the previous owners.

04. Taxable Transfer of Ownership. In the case of a taxable transfer of ownership, where the lien was not released, and the new title will have the same lienholder, a new recorded date will be assigned to the lien, unless the lienholder has specified that the new owners have assumed the lien.

05. Lien Assumptions. If a lienholder specifies that a contract has been assumed by a new owner, and the new owner has assumed the terms of the previous lien, the original date will be retained on the new certificate of title.

201. ODOMETERS.

01. Procedures.

a. Department Requirement. The Department will enter the odometer reading and status as provided by a dealer or private seller or transferor on the Certificate of Title when printed unless previously recorded as exempt with no reading.

b. Used Vehicle Transferor/Seller Requirements. When a used vehicle is transferred, the transferor will record the odometer reading on the title certificate using indelible ink. If the vehicle has not been titled or if the title does not contain a space for the information required, the written disclosure will be executed as a separate statement.

c. New Vehicle Transferor/Seller Requirements. When a new vehicle is retailed, the transferor will provide a written disclosure on the MCO or on a separate document.

d. Use of Power of Attorney. When the transferor's title is physically held by a lienholder or if the transferor to whom the title was issued has lost the title and the transferee obtains a duplicate title on behalf of the transferor; the transferor may give a power of attorney to his transferee for the purposes of mileage disclosure.

e. Reassignments. When all available reassignments on a title certificate have been used, subsequent reassignments will be made on a separate reassignment document printed by the Department or by another state's motor vehicle Department.

02. Exemptions.

a. Transferor/Seller Exemptions. A transferor is not required to disclose the vehicle's odometer reading for any of the following:

- i.** A vehicle having a gross vehicle weight rating over sixteen thousand (16,000) pounds;
- ii.** A vehicle which is not self-propelled;
- iii.** A vehicle sold directly by the manufacturer to any agency of the United States in conformity with contractual specifications;
- iv.** A vehicle which is ten (10) years old or older. To calculate the vehicle's age, simply subtract the model year from the calendar year.

b. Manufacturers' Exemptions. A manufacturer of a new vehicle may transfer, for purposes of resale, to a franchised dealer without disclosure of the vehicle's odometer.

202. VEHICLE IDENTIFICATION NUMBER (VIN) INSPECTIONS.

01. Authorized Inspectors. The following individuals, agents or agencies are authorized to complete Vehicle Identification Number (VIN) inspections:

a. Peace Officers and Special Agencies Inspections. As part of their regular assigned duties, any city, county, state or federal peace officer, or specified agent of the Department, may complete a VIN inspection.

b. Vehicle Dealer Inspections. Licensed Idaho vehicle dealers may complete VIN inspections.

c. Financial Institution Inspections. An employee of any bank that is authorized to do business in Idaho or an employee of any other financial institution registered with the Department of Finance, may complete VIN inspections as a part of normal business activity.

d. Special Agent Inspections. Other special designated agents of the Department may complete VIN inspections, as stipulated in a formal agreement between the Department and the special agent, i.e. vehicle rental companies allocating portions of their fleets to Idaho.

e. Out-of-state Inspectors. For a vehicle located in another state, a VIN inspection is acceptable when completed by any city, county, state or federal peace officer, or any employee of the state's vehicle titling and registration agency.

02. VIN Inspections Required. A VIN inspection is required whenever the current certificate of title was not issued for the vehicle by this state or whenever the Department is dissatisfied with the authenticity or accuracy of the vehicle identification number.

203. – 299. (RESERVED)

300. TITLE BRANDING.

01. Brand Disclosure.

a. Upon sale by a dealer of any salvage or total loss vehicle or branded vehicle or branded certificate of title, disclosure of the vehicle's salvage or branded status, will be conspicuously disclosed to the buyer and a record must be maintained by the dealer. Disclosure may be made on a form as provided by the Department for a report of sale. The buyer must sign that they have received disclosure of the vehicle brand. Proof of disclosure must be submitted to the Department.

b. Upon sale by a private party of any salvage or total loss vehicle or branded vehicle or vehicle with a branded certificate of title, disclosure of the vehicle's salvage or branded status, will be conspicuously disclosed to the buyer.

02. Branding Time Frame. Each branded vehicle and branded certificate of title will retain that brand throughout the existence of the vehicle regardless of its age or value unless the brand has an expiration date.

03. Brands Removed.

a. If any salvage vehicle leaves the state of Idaho with or without an Idaho salvage certificate of title and such vehicle returns to Idaho, it will once again be subject to the requirements under Idaho Code and this rule.

b. If a vehicle with a branded Idaho title leaves Idaho and then returns with a title or other ownership document issued by another jurisdiction that has either no brand or a different brand for the same incident that caused the brand on the Idaho title:

i. If the brand on the Idaho title originated in Idaho, the Idaho brand will be reinstated. This will occur even if the National Motor Vehicle Title Information System (NMVTIS) returns a different brand for the same incident.

ii. If the brand on the Idaho title originated in another state, the Idaho title will be issued with any brand retrieved from NMVTIS if for the same incident that caused the brand on the original Idaho title. If no brand is retrieved from NMVTIS for this incident, the brand on the previous Idaho title will be reinstated.

301. BONDED TITLE.

01. Conditions and Requirements. Application may be made for a "bonded title" when the applicant has actual possession of the vehicle but is unable to provide proper documentation of ownership.

a. **Proper Documentation Cannot Be Obtained.** The applicant must satisfy the Department that proper documentation to obtain a regular title cannot be obtained. However, the applicant must provide sufficient documentation to satisfy the Department that it is more probable than not that the applicant is the owner of the vehicle.

b. **Vehicle Physical Inspection.** The applicant must produce the vehicle for a physical inspection by a representative designated by the Department.

c. **Affidavit of Explanation.** The applicant must provide an affidavit explaining the reasons for the absence of a valid Certificate of Title or Certificate of Ownership or other documentation of ownership identified in Chapter 100 of this rule, and how the vehicle came into the possession of the applicant. A listing of any liens (loans) or encumbrances against the vehicle; the name of the state, province or country where the vehicle was last titled, or last registered if from a non-titling state, province, or country; and the name under which the vehicle was last titled, or last registered if from a non-titling state, province or country is also required.

d. **Bond.** The applicant will provide the Department with a bond in the amount of one (1) and one-half (1/2) times the value of the vehicle or a cash deposit of like amount, as provided in Section 49-523(b), Idaho Code. A cash bond will be in the form of a cashier's check, money order or certified check made payable to the Idaho Transportation Department. The form of the bond will conform to the form ITD 3909, Vehicle Ownership Bond, which can be obtained by calling 208-334-8663 during regular business hours.

e. **Vehicle Appraisal.** The applicant will provide an appraisal of the vehicle either by a licensed Idaho automobile dealer on the dealer's letterhead or other form provided by the Department with dealer's number, or by a Motor Vehicle Investigator. The appraisal will reflect the current retail value of the vehicle. This

appraisal will be considered by the Department to determine the value of the vehicle.

f. Application for Title. The applicant will apply for title within ninety (90) days of the bond's issuance. Should the application for title occur more than ninety (90) days from the issue date of the bond or any subsequent rider, the applicant will obtain a rider to provide bond coverage for three (3) years.

g. Bonded Title Brand. Upon satisfying the Department's requirements for a bonded title, the applicant will be issued a title bearing the brand "Bonded Title" and the brand's expiration date, which will be three (3) years from the following:

- i.** Date of issuance of the bond unless a bond rider was issued; or
- ii.** If one or more bond riders were issued, the date of issuance of the most recent bond rider; or
- iii.** Date of receipt of a cash deposit.

02. BOND SURETY. The bond must be issued by a corporate surety, qualified and licensed to do business in Idaho.

03. CLAIMS AGAINST THE BOND. Should any expense, loss or damage occur, for any reason covered by the bond, persons or entities suffering such loss will make claim directly against the principal (applicant) and the surety. If the applicant has made a cash deposit, any claim will be made through the Department's Motor Vehicle Administrator.

04. EXPIRATION OF BONDING REQUIREMENT. Upon expiration of the brand, the bond or cash deposit will be returned without interest unless the Department has been notified in writing of a pending claim or action to recover on the bond or deposit. If there has been no claim, the applicant may surrender the bonded title and apply for a Certificate of Title free of the bonded title brand. A Certificate of Title free of the bonded title brand will be issued upon certification of the application and payment of any applicable fees per Idaho Code Title 49, Chapters 2 and 5, and any applicable sales or use tax, per Title 63, Chapter 36, Idaho Code.

05. RETURN OF BOND PRIOR TO THREE YEAR PERIOD. The bond or cash deposit will be returned prior to the expiration of the brand if the vehicle is no longer registered in this state, and the Department has not been notified of any claim or action to recover on the bond.

06. SALES AND USE TAX. Any sales or use tax will be paid to the Department or to the county assessor prior to issuance of a bonded title.

302. SPECIALLY CONSTRUCTED VEHICLES.

01. Specially Constructed Vehicle Examples. Some examples of specially constructed vehicles are: Custom built vehicles, such as, kit conversions, homemade camp trailers, other homemade trailers that exceed two thousand (2,000) pounds unladen weight, motorcycles, vessels, snowmobiles, and slide-in truck-mounted campers.

02. Engine Changes. A vehicle that has an engine of a different make, model or year from the body, frame and running gear is not considered a specially constructed vehicle. These vehicles retain the original title and identification designation.

03. Title Application Requirements.

a. The applicant must provide proof of ownership for all significant parts that are replaced, such as frame, body, and other parts that carry vehicle identification numbers. The body must have a properly released title from the former owner. The frame only may be transferred with a bill of sale given by the legal owner showing the vehicle identification number (VIN). Other significant parts that are replaced must be verified by traceable invoices identifying the part or parts if purchased from an established new or used parts outlet. If the other significant parts are purchased from a private party, a bill of sale showing seller's name and address is required. An MCO must accompany the documents for manufactured kits or if no MCO was issued, a factory invoice or bill of sale from the selling dealer, together with a statement certifying no MCO was issued for the kit, is acceptable.

b. The model year will be the year that the specially constructed vehicle was first titled as a specially constructed vehicle.

c. The make code as shown on the certificate of title of a specially constructed vehicle will be identified as “SPCN” and the certificate of title will be branded “Specially Constructed.”

d. When the vehicle is in operating condition, an inspection by a motor vehicle investigator is required. A fee of twenty-five dollars (\$25) is required for this inspection and the preparation of the statement of fact and indemnifying affidavit. In addition, if a vehicle identification number is assigned, the fee required by Section 49-202(2)(j), Idaho Code, will be charged. If the vehicle is eligible to be registered for road use, the owner shall will complete a self-certification on a form prescribed by the department stating that the vehicle is in compliance with Chapter 9, Title 49, Idaho Code, and meets the Federal Motor Vehicle Safety Standards in effect for the model.

303. REBUILT SALVAGE VEHICLES.

01. **Rebuilt Salvage Vehicle.** A rebuilt salvage vehicle, as defined by Section 49-123 (2)(m), Idaho Code, includes every “Salvage or Total Loss Vehicle” that has been rebuilt, in compliance with applicable federal motor vehicle safety standards and the requirements of Chapter 9, Title 49, Idaho Code, as regulated by Sections 49-524 and 49-525, Idaho Code.

02. **Salvage Vehicles from Other Jurisdictions.** Every vehicle that is coming into Idaho from another jurisdiction with a Salvage Certificate or other equivalent document showing evidence of a total loss payoff such as a bill of sale from an insurance company, or other documentation indicating that the vehicle may have been a salvage or total loss vehicle and any vehicle for which information retrieved from the National Motor Vehicle Title Information System (NMVTIS) indicates it has been reported as “salvage” shall will be considered salvage unless there is sufficient evidence for the department to determine the salvage document or information retrieved from NMVTIS was in error. These vehicles may not be operated on Idaho highways until rebuilt in compliance with Chapter 9, Title 49, Idaho Code and all federal motor vehicle safety and emission standards in effect for the model year and type of vehicle.

They will be issued an Idaho Salvage Certificate unless the other jurisdiction has issued a salvage certificate or other equivalent salvage ownership document. If any salvage vehicle is received by a “salvage pool” (as described in Section 49-120(4), Idaho Code), an Idaho salvage certificate of title must be issued, prior to sale unless the vehicle has a salvage certificate or other equivalent salvage ownership document issued by another jurisdiction. Any vehicle which has been declared junk, pursuant to Sections 49-516 and 49-522, Idaho Code, or is coming from another jurisdiction with a similar endorsement, or is designated by the owner or the insurance company as parts only, destroyed, or dismantled, may not be rebuilt for on-road use. Any vehicle for which information retrieved from NMVTIS indicates it has been reported as having been scrapped or crushed may not be retitled. Any vehicle for which information retrieved from NMVTIS indicates it has been reported by a salvage yard will be considered “salvage” and any vehicle for which information retrieved from NMVTIS indicates it has been reported by a junk yard will be considered “junk” unless otherwise indicated. The provisions of this section will not apply if there is sufficient evidence for the department to determine the information retrieved from NMVTIS was in error.

03. Title Application Requirements for Vehicles Defined as Salvage and Rebuilt Salvage Vehicles.

a. The applicant must provide a written statement which includes the vehicle information, vehicle identification numbers, salvage date, and the work done personally by the owner or supervised by the owner to restore the vehicle to the operating condition that existed prior to the event causing the vehicle to be salvaged.

b. In the event that the applicant did not personally repair the vehicle or supervise its repair, but another party performed the repairs, the applicant shall will certify to the best of his knowledge the name of the party that did repair the vehicle or personally supervised its repair. This certification shall be made on a salvage vehicle statement.

c. In the event that repairs were not necessary to bring the vehicle to operating condition pursuant to Chapter 9, Title 49, Idaho Code, the applicant will certify this on a salvage vehicle statement.

d. The applicant must sign an indemnifying statement agreeing to defend the title in all legal disputes arising out of his possession of the title to the vehicle, and attesting to the fact that all information

contained in the statement and its attachments are true and correct.

e. The new Idaho title issued will be branded “REBUILT SALVAGE.” Such notation will remain on the title and on all subsequent transfers of the title.

04. Salvage Vehicle Damaged Out-of-State. If a vehicle that is titled in Idaho is damaged in another state or jurisdiction to the extent that the vehicle becomes a “salvage vehicle” as defined by Section 49-123(2)(o), Idaho Code, and the vehicle is not going to be returned to Idaho, the owner or insurer must, upon determining the vehicle to be salvage, notify the purchaser and the Department in writing of the salvage status. If this vehicle returns to Idaho, the title will be branded “Rebuilt Salvage” or carry another jurisdiction's comparable brand forward unless the vehicle has not yet been repaired and has not had a salvage certificate or other salvage ownership document issued by another jurisdiction in which case the owner must obtain an Idaho salvage certificate of title.

304. GLIDER KITS.

01. Title Application Requirements.

- a. An MCO for the glider kit must be submitted with the application for title.
- b. If the applicant dismantles a vehicle presently titled to the applicant and uses the significant parts with the glider kit, either a statement of fact will be prepared or the applicant will complete an affidavit, identifying the significant parts by identifying numbers. If the significant parts were purchased separately from a new or used parts outlet, a bill of sale or invoice is required. If the significant parts were purchased from a private owner, a bill of sale is required.
- c. If the frame and cab that the parts were stripped from will never be used again, i.e., frame and cab destroyed, not salvageable, the title must be surrendered with the application. If the frame or cab can be used again, the owner or motor vehicle investigator will mark the title “frame only” or “cab only”.
- d. The vehicle must be completely assembled and meet the requirements of Chapter 9, Title 49, Idaho Code, and the federal motor vehicle safety standards in effect for the model year at the time of application.

02. Assignment of VIN. The VIN will be the number assigned to the kit by the manufacturer. In the absence of such number, the motor vehicle investigator will assign a VIN.

03. Model Year. The model year will be the year of the kit, determined by priority in the following order:

- a. Written statement from the manufacturer.
- b. Seventeen (17) character VIN's model year designator;
- c. Designation of model year shown on an approved MCO; or

04. Make of Vehicle. The make of the vehicle will be the make of the glider kit.

05. Title Branded. The designation “GLIDER KIT VEHICLE” will be branded on the title.

305. TITLE APPLICATION REQUIREMENTS FOR REPLICA, STREET RODS, REPLICA STREET RODS, AND ASSEMBLED VEHICLES.

01. Applicant Must Provide Proof of Ownership. The applicant must provide proof of ownership for all significant parts that are used in replicating or assembling the vehicle. The body must have a properly released title from the previous owner or a title in the applicant's name. The frame only may be transferred with a copy of a bill of sale given by the legal owner showing the vehicle identification number (VIN). Other significant parts that are used must be verified by traceable invoices identifying the significant part or parts if purchased from an established new or used parts outlet. If the other significant parts are purchased from a private party, a bill of sale showing the seller's name and address is required. An MCO must accompany the documents for manufactured kits or if no MCO was issued, a factory invoice or bill of sale from the selling dealer together with a statement certifying no MCO was issued for the kit is acceptable.

02. Model Year. The model year for replica vehicles and replica street rods will be the year that the vehicle replicates. The model year for assembled vehicles and street rods will be the model year of the vehicle body.

03. Inspection by a Motor Vehicle Investigator. When the vehicle is in operating condition an inspection by a motor vehicle investigator is required. A fee of twenty-five dollars (\$25) is required for this inspection and the preparation of the statement of fact and indemnifying statement. In addition, if a vehicle identification number is assigned, the fee required by Section 49-202(2)(j), Idaho Code, will be charged. If the vehicle is eligible to be registered for road use, the owner will complete a self-certification form prescribed by the Department stating that the vehicle is in compliance with Chapter 9, Title 49, Idaho Code, and meets the federal motor vehicle safety and emission standards in effect for the model year and type of vehicle.

306. -- 399. (RESERVED)

400. ABANDONED VEHICLES.

01. Abandoned vehicles not claimed before the day of sale will be sold by the appropriate governmental entity if one exists. This regulation will not prevent governmental entities from entering into agreements with other governmental entities to conduct sales.

401. GRAY MARKET VEHICLES

01. Required Documents. When the owner of a gray market vehicle applies for title and registration, the following documents must be presented.

- a. Statement indemnifying the Department.
- b. Statement of Facts from a motor vehicle investigator, unless waived by the Department based on facts presented by the owner.
- c. All documents relating to ownership including but not limited to; manufacturer's certificate of origin, manufacturer's statement of origin, foreign title, or registration (if the vehicle is not from a titling country), and bills of sale. A complete chain of ownership must be presented from the manufacturer (for new vehicles) or from the last titled owner, or registered owner (if the vehicle is not from a titling country) to all subsequent owners of the vehicle both in the foreign market and the United States.
- d. U.S. Department of Transportation bond release letter.
- e. Environmental Protection Agency (EPA) bond release letter or Independent Commercial Importer (ICI) release letter or Designated Canadian Importer (DCI) release letter or EPA letter of waiver.

02. Designation of Model Year. The model year for titling and registering gray market vehicles will be determined in an order of priority, based on the following criteria:

- a. The model year used by a specific manufacturer to designate a discrete vehicle model irrespective of the calendar year in which the vehicle was actually produced;
- b. The model year shown on an ownership document issued by that vehicle's country of origin;
- c. Any vehicle manufactured during a twelve (12) month period beginning September 1, and ending August 31, will bear the production year of the calendar year in which August 31 occurs; or
- d. The model year by certification of the importer of record. The certification can be verified against vehicle production dates, based upon substantially similar models of the same make of vehicle.

03. Foreign Documents. When a foreign manufacturer's certificate of origin, manufacturer's statement of origin, or registration and/or titling documents are presented, a translation of the foreign documents may be required to clarify the information contained in the documents. If required, such translation will be at the owner's

expense and certified by the translator as true and correct.

04. Conditional Registration. Until gray market vehicles meet Idaho registration and titling requirements, the county assessor will issue a conditional registration under the “Conditional Registration” program to allow time for the federal government to act upon the required releases or for the owner to obtain legal ownership documentation.

05. Exception. When the owner of a gray market vehicle has a current title issued by another state, the other requirements of Section 401 of this rule for title and registration will not apply unless the title carries the brand, “Gray Market Vehicle (not in compliance)” or another brand or notation indicating the vehicle was not brought into compliance with U.S. DOT and EPA requirements. If a gray market vehicle has a current title issued by another state that carries the brand, “Gray Market Vehicle (not in compliance)” or another equivalent brand or notation and the other requirements of Section 401 of this rule have not been met, the vehicle cannot be registered and the owner may only receive an Idaho title issued with same or equivalent brand or notation.

402. – 899. (Reserved)

900. WAIVER OF TITLING REQUIREMENTS

01. PURPOSE. This rule specifies the circumstances under which a person or entity may waive the thirty (30) day requirement to apply for title to a vehicle which has been acquired by operation of law, and to provide that the person or entity, in lieu of having a certificate of title issued in the person’s name, may provide a bill of sale together with the court order or other instrument entitling the person or entity to the vehicle and any existing certificate of title, if available, to the buyer or transferee upon sale or transfer of the vehicle.

02. LAW ENFORCEMENT AGENCIES. Vehicles awarded to law enforcement agencies through operations of law are not required to be titled if the vehicle is not to be put into service by the agency and is to be sold or transferred. In this case, the agency may provide a bill of sale to the purchaser together with a copy of the court order or other instrument awarding the vehicle to the agency, and any existing certificate of title, if available.

03. INHERITANCE. Vehicles coming into possession by inheritance will not be required to be titled in the name of the heir when the intent of the heir is not to use or register the vehicle, but to dispose of the vehicle to a transferee. Upon sale or transfer of the vehicle, the heir will provide a bill of sale to the purchaser or gift transfer affidavit to the transferee, together with an affidavit of inheritance or small estate affidavit and any existing certificate of title if available.

901 - 999. (RESERVED)

**IDAPA 39
TITLE 04
CHAPTER 01**

RULES GOVERNING AERONAUTICS AND AVIATION

000. LEGAL AUTHORITY.

Under authority of Sections 21-105, 21-111, 21-114, 21-142(9), 21-142(15) and 21-519, Idaho Code, the Idaho Transportation Board adopts this rule. Violators of state law and these rules are subject to the penalties specified in Sections 18-7031, 18-7033 and 21-121, Idaho Code. (11-28-90)

001. TITLE AND SCOPE.

01. Title. This rule is titled IDAPA 39.04.01, “Rules Governing Aeronautics and Aviation.” (3-29-10)

02. Scope. This rule implements the provisions of Title 21, Idaho Code, related to aeronautics and aviation, including rules governing aircraft registration, marking of hazards to air flight, restriction of flight in designated emergency areas, commercial and through-the-fence operations, aerial search and rescue, operations at state airports, Federal Aviation Regulations and the Idaho Airport Aid Program. Where feasible, all rules and regulations regarding navigation of aircraft within the airspace about the state of Idaho will be kept in conformance with the current federal aviation regulations. (3-29-10)

002. WRITTEN INTERPRETATIONS.

There are no written interpretations for this chapter. (3-29-10)

003. ADMINISTRATIVE APPEALS.

Administrative appeals under this chapter will be governed by the rules of administrative procedure of the attorney general, IDAPA 04.11.01, “Idaho Rules of Administrative Procedure of the Attorney General.” (3-29-10)

004. INCORPORATION BY REFERENCE.

These rules incorporate the current Federal Aviation Regulations, 14 CFR Parts 1-191, where they are not inconsistent with existing rules or regulations that may, from time to time, be adopted by the Idaho Transportation Board. Copies of Federal Aviation Regulations, 14 CFR parts 1-191, may be obtained from the Superintendent of Documents, U. S. Government Printing Office, Washington, DC 20402 or electronically at the Electronic Code of Federal Regulations, at <https://www.ecfr.gov/cgi-bin/ECFR?page=browse>. This rule also incorporates the Idaho Airport Aid Program, Implementation Manual (3rd Edition, September 2019), and the Department’s Aerial Search and Rescue Manual. (3-29-10)

005. OFFICE – OFFICE HOURS – MAILING AND STREET ADDRESS – PHONE NUMBERS.

01. Street and Mailing Address. The Idaho Transportation Department Division of Aeronautics maintains an office in Boise at 3483 Rickenbacker Street with a mailing address of P O Box 7129, Boise ID 83707-1129. (3-29-10)

02. Office Hours. Daily office hours are 8 a.m. to 5 p.m. except Saturday, Sunday and state holidays. (3-29-10)

03. Telephone and FAX Numbers. The division office may be contacted during office hours by phone at 208-334-8775 or 800-426-4587 or by fax at 208-334-8789. The central office may be contacted during office hours by phone at 208-334-8000 or by fax at 208-334-3858. (3-29-10)

006. PUBLIC RECORDS ACT COMPLIANCE.

All records associated with this chapter are subject to and in compliance with the Idaho Public Records Act, as set forth in Title 74, Chapter 1, Idaho Code. (3-29-10)

007. – 009. (RESERVED)

010. DEFINITIONS.

01. Adjusted Service Area Population. The adjusted service area population is the subject airports service area population reduced by the population within the service area of a nearby 'more developed' airport(s) that overlaps the subject airports service area. The adjusted service area population is used to determine the match rate for Community airport grants. (3-20-14)

02. Aerial Search and Rescue Volunteer. One who volunteers services for humanitarian relief. When accepted in support of SAR missions, SAR volunteer shall become quasi-state employee and be protected by state workman's compensation insurance. (11-28-90)

03. Aerial Search and Rescue Volunteer Aircraft. A civil aircraft voluntarily made available to be used in aerial search and rescue operations. (11-28-90)

04. Aerial Search and Rescue Volunteer Pilot/Observer. A pilot/observer qualified in accordance with the Idaho Transportation Department Aerial Search and Rescue Manual. (11-28-90)

05. AFRCC. Air Force Rescue Coordination Center, the single agency through which federal SAR missions will be prosecuted and federal assistance requested for SAR in the inland region. It is a coordinating agency only. (11-28-90)

06. Aircraft Parking Area. A designated site constructed on an airport with or without aircraft tiedown chains or ropes for the purpose of parking unattended aircraft. (7-20-89)

07. Airman/Airmen. Any individual who engages, as the person in command or as pilot, mechanic, or member of the crew, in the navigation of aircraft while underway. For the purpose of this regulation, search shall be conducted for airmen and passenger(s) of lost aircraft. (11-28-90)

08. Airport. Any area of land or water which is used, or intended for use, for the landing and take-off of aircraft, and any appurtenant areas which are used, or intended for use, for airport buildings or other airport facilities or rights-of-way, together with all airport buildings and facilities located thereon. For the purposes of this chapter, the term "airport" refers to a publicly owned and managed facility that is open for public use without operational restrictions on its use. For the purposes of Subchapter B of this rule, this is limited to airports that are owned, leased or permitted by the owner of the land and are under the control of, and operated by the Idaho Transportation Department's Division of Aeronautics. (1-2-93)

09. Airport Service Area Population. The airport service area population is the number of people within the service area boundary based upon the most recent approved census data. An airport's service area is the geographic locale within a thirty (30) minute average drive time from the airport. (3-20-14)

10. Camping Area. Any site designated for camping and identified by the placement of picnic tables, fire pits, barbecue stoves or appropriate signing. (7-1-97)

11. Civil Aircraft. Aircraft other than public aircraft. (11-28-90)

12. Department. Idaho Transportation Department. (11-28-90)

13. Director. Director of the Idaho Transportation Department. (11-28-90)

14. District Aerial Search and Rescue Coordinator. A designated representative of the State Search and Rescue Coordinator. (11-28-90)

15. Division. The Division of Aeronautics of the Idaho Transportation Department, including its officers and employees. (1-2-93)

- 16. Fueling.** Any procedure which involves the addition or removal of fuel from aircraft fuel tanks or the transfer of fuel from or into tanks, barrels, or bladders. (1-2-93)
- 17. Guyed Tower.** A tower that is supported in whole or in part by guy wires and ground anchors or other means of support besides the superstructure of the tower itself, towers used for military purposes excepted. (4-4-13)
- 18. Hazardous Material.** Any material or substance as defined by Sections 49-109(3), 39-4403(7) and (14), 39-4407, or 39-6203(9), Idaho Code. (7-20-89)
- 19. Height.** The distance measured from the original grade at the base of the tower to the highest point of the tower. (4-4-13)
- 20. Loading Area.** A site designated on an airport for the purpose of loading or unloading passengers and cargo and facilitating the access of designated vehicles. (7-20-89)
- 21. Marking.** Shall include illuminating, painting, lighting, or designating in a manner to be approved by the department. (4-4-13)
- 22. National Search and Rescue Manual.** That manual for guidance of U.S. Federal Forces, military or civil, participating in search and rescue (SAR) operations. (7-1-97)
- 23. National Search and Rescue (SAR) Plan.** Aerospace Rescue and recovery Service Operations Plan Number 9506, entitled, "Inland Search and Rescue." It coordinates the SAR efforts among the states and federal agencies. (11-28-90)
- 24. Office of Emergency Management (OEM).** State agency in charge of preparing for and/or providing assistance during and after natural or man-made disasters.
- 25. Runway.** An airport surface designed specifically for the takeoff and landing of aircraft. (7-20-89)
- 26. Search and Rescue. (SAR)** (11-28-90)
- a.** Search - An investigative act to determine the location of lost aircraft or airman. (7-1-97)
- b.** Rescue - Deliver from danger, to save. (11-28-90)
- 27. SAR Agreements.** SAR agreements involving federal, state, local, and private agencies, and/or individual(s). (11-28-90)
- 28. Search Districts.** Those six (6) areas throughout the State which are designated as aerial search and rescue districts by the Idaho aerial search and rescue plan. These areas are the same as the states six (6) highway districts. (7-1-97)
- 29. State Aerial Search and Rescue Coordinator.** Director, Idaho Transportation Department, or his duly appointed representative, responsible for directing, coordinating and supervising all phases of aerial search and rescue operations. (11-28-90)
- 30. State Aerial Search and Rescue Plan.** Those plans, policies, and procedures set forth in the Department Aerial Search and Rescue Manual. (11-28-90)
- 31. Temporary or Permanent Guyed Tower.** A guyed tower erected and standing for any period of time whatsoever. (4-4-13)

32. Vehicle. Any motorized vehicle excluding aircraft and including, but not limited to, highway automobile, truck, bus, van, trailer, motorcycle, ATV, recreational vehicle, or snowmobile. (1-2-93)

011. -- 099. (RESERVED)

SUBCHAPTER A – RULES GOVERNING AIRCRAFT REGISTRATION

100. AIRCRAFT TO BE REGISTERED.

Every resident of this State who operates an aircraft or who owns an aircraft holding a currently valid airworthiness certificate and a currently valid annual inspection or progressive inspection system issued by the Federal government, or a resident or nonresident operating an aircraft for hire, spraying, dusting, seeding, or operated in the transportation of persons or property, shall register such aircraft with the Idaho Division of Aeronautics hereinafter referred to as Division. (1-2-93)

101. REGISTRATION PERIOD.

01. Annual Period. The registration period for the registration of aircraft in the state of Idaho shall run from January 1 through December 31 of each year. (11-28-90)

02. Annual Registration Closing Date. The closing date for the annual registration shall be is the first Monday of November in each year. A list of unregistered aircraft, as of that date, shall be forwarded to the proper county assessor for inclusion in personal property assessment due on the fourth Monday in November, as required by Section 63-301, Idaho Code. (3-29-10)

102. APPLICATIONS FOR AIRCRAFT REGISTRATION.

01. Current Registration Certificate. An owner who holds a currently effective registration certificate for an aircraft issued by the Federal government shall make application for an aircraft registration upon appropriate forms to be prescribed and furnished by the Division. ~~Every such application shall~~ that contain ~~a statement of~~ the applicant's title and the names and addresses of all persons having any interest therein. (11-28-90)

02. Application Information. Every application for an aircraft registration shall contain: The name of the manufacturer, model, year, the aircraft identification number and serial number, engine type, and aircraft manufacturer's certified maximum gross weight. (3-29-10)

103. FEES.
Annual aircraft registration fees shall be as are set forth in Section 21-114, Idaho Code. (11-28-90)

104. REGISTRATION TO BE CARRIED AND DISPLAYED.

The certificate of registration issued by the Division shall be carried at all times in said aircraft and shall must be made available for examination upon reasonable request by any person charged with the duty of enforcing the aviation laws of this state. (1-2-93)

105. TRANSFER OF TITLE OR INTEREST IN AIRCRAFT.

01. Previous Owner Responsibility. The owner of an aircraft registered by the Division under Section 21-114, Idaho Code, who transfers or assigns his title or interest in such aircraft, shall:

- i.** Within 15 days, notify the Division in writing of such transfer or assignment; and
- ii.** Furnish the Division with the name and address of the person to whom such transfer or assignment was made; and
- iii.** Remove or obliterate the decal so as to indicate its cancellation prior to delivery of the aircraft to the transferee or assignee; and

iv. Request the Division to cancel the registration. (1-2-93)

02. New Owner Responsibility. The new owner, if a resident of Idaho or a non-resident qualifying under Section 100 of this rule, shall register the aircraft with the Division. (1-2-93)

106. EXEMPTIONS.
This rule does not apply to aircraft exempted from registration by Section 21-114(d), Idaho Code. (11-28-90)

107 – 199. (RESERVED)

SUBCHAPTER B – RULES GOVERNING OPERATIONS AT STATE AIRPORTS

200. SPECIAL OPERATING RESTRICTIONS ON AIRPORTS.
The Division may establish special operating restrictions on an airport to assure the safety and convenience of users and the general public when special events or temporary or seasonal factors warrant. Such special restrictions shall be issued in writing at least ten (10) days prior to their effective date and published as a NOTAM (Notice to Airmen). ~~Special restrictions shall also~~ and be conspicuously posted on the airport. When practical, the Division may advise principal users of the airport of the special restrictions. (1-2-93)

201. AIRCRAFT PARKING, LOADING, AND TIEDOWN.
Aircraft that are loading and unloading on state airports shall be parked in the available designated aircraft parking or loading areas. In the event such designated areas are fully occupied, pilots shall park so as to remain clear of the defined runway. All unattended aircraft shall be tied down when tiedowns are available. Persons parking their aircraft where tiedowns are not available shall secure their aircraft with portable tiedown devices, or use other positive means of restraining their aircraft which will assure that their aircraft will not damage other aircraft or property. Aircraft will not remain tied down on an airport in excess of one (1) month without the approval of the Division. (1-2-93)

202. VEHICLES, DOMESTIC ANIMALS, BAGGAGE, AND OBJECTS.

01. Parking. No person ~~shall~~ will operate or park any vehicle on an airport without prior approval of the Division. Vehicles authorized on an airport will not be operated on the runway or parked so as to occupy or block designated tiedowns or loading areas, except that temporary parking necessary for actual loading or unloading of baggage or objects is allowed if no hazard is thus created. Vehicles shall be parked only in designated parking areas. (1-2-93)

02. Domestic Animals. No person ~~shall~~ will allow any domestic animal on an airport, taxiway or adjacent camping area without its being on a leash beyond the minimum time necessary for the loading or unloading of such animal into or from an aircraft without prior approval of the Division. (3-23-98)

03. Livestock. No person ~~shall~~ will allow livestock to graze on airport property without permission from the Division. (1-2-93)

04. Domestic Animal Droppings. No person ~~shall~~ will allow domestic animal droppings to be left on an airport, a loading area or in an adjacent camping area. (3-23-98)

05. Unattended Objects or Baggage. No person ~~shall~~ will place any unattended objects or baggage in a tiedown area when such placement creates a hazard, or restricts aircraft parking in such a way that displaced aircraft create a hazard. (7-20-98)

203. CAMPING, TRASH, AND REFUSE.

01. Camping. No person ~~shall~~ will camp on an airport except in designated camping areas without prior approval of Division employees. (7-1-97)

02. Camping Limits. No person is permitted to use a camping area adjacent to an airport for more than fourteen (14) consecutive days, however this time limit may be extended by Division employees when existing camp

area vacancies exist.

(7-1-97)

- 03. Fires.** No campfires or open flame camp stoves are allowed within fifty (50) feet of aircraft.

(7-20-89)

- 04. Trash and Refuse.** All persons on an airport shall place their trash, garbage, and refuse in designated containers or shall otherwise remove it from the airport.

(7-20-89)

- 05. Trash Disposal.** No person ~~shall~~ will deposit their trash on an area adjacent to an airport.

(7-20-89)

204. AIRCRAFT FUELING, AGRICULTURAL OPERATIONS, AND HAZARDOUS MATERIAL.

- 01. Fueling Procedures.** Any person performing aircraft fueling on an airport shall obtain and read a copy of the refueling procedures published by the Division and shall conduct fueling in accordance with these procedures. All persons shall comply with any airport restrictions issued by the Division in connection with recognized fire danger conditions.

(1-2-93)

- 02. Aerial Application Operations.** No person ~~shall~~ will perform aerial spraying, dusting, or other aerial chemical application operations from an airport without making formal application to and receiving an approved operational agreement from the Division (~~IDAPA 39.04.06, "Rules Governing Commercial and Through the Fence Operations and Hanger Construction at State Airports"~~). Any person spilling, dumping, or disposing of any hazardous, toxic, or otherwise dangerous or offensive substance on an airport shall be responsible for the full cost of the cleanup, disposal, and administrative costs to the Division necessitated by removal of the substance.

(1-2-93)

205. COMMERCIAL OPERATIONS.

- 01. Operational Agreement.** No person ~~shall~~ will conduct any commercial or business operations from an airport without making formal application to and receiving an approved operational agreement issued by the Division (~~IDAPA 39.04.06, "Commercial and Through the Fence Operations and Hanger Construction at State Airports"~~).

(1-2-93)

- 02. Airport Use.** No approved commercial operation on an airport by persons or firms engaged in business shall be deemed to have priority over any public or other commercial use of such airport.

(7-20-89)

206. -- 299. (RESERVED)

SUBCHAPTER C – RULES GOVERNING COMMERCIAL AND THROUGH-THE-FENCE OPERATIONS AND HANGAR CONSTRUCTION AT STATE AIRPORTS

300. APPLICATION.

Any individual, company, or corporation wishing to establish any aviation facility, private or commercial, on or adjacent to any state airport shall make formal application to the Idaho Division of Aeronautics that contained, at a minimum, a sketch showing the location of proposed facilities; a description, sketch, manufacturer's brochure, etc. of the proposed facilities; and a description of the operation proposed.

(1-2-93)

~~**02. Application Requirements.** This application shall contain, as a minimum, a sketch showing the location of proposed facilities; a description, sketch, manufacturer's brochure, etc. of the proposed facilities; and a description of the operation proposed.~~

~~(11-28-90)~~

301. OPERATIONAL AGREEMENT.

- 01. Negotiation and Approval.** Subsequent to Board approval of the application, the Division of Aeronautics will negotiate an operational agreement with the applicant. The terms of the agreement must be approved by the Board prior to ratification of the agreement by any agent of the state.

(1-2-93)

- 02. Information Required.** The agreement will include, but not be limited to, lease fee, term, any

operational limitations deemed appropriate, etc.

(11-28-90)

302. SAFETY AND ACCESS.

Aviation safety will be of paramount importance in consideration of any application. Special emphasis will be placed upon developing means of controlling the number of access points for through-the-fence operations, defined as operations which require aircraft to taxi across the airport property boundary. (11-28-90)

303. -- 399. (RESERVED)

SUBCHAPTER D – RULES GOVERNING MARKING OF HAZARDS TO AIR FLIGHT

400. REQUIREMENTS.

01. Hazardous Structures. Any structure which obstructs the airspace more than two hundred (200) feet above the ground or water level, or at any height near an established airport as defined by Section 21-101(c), Idaho Code, when determined by the Department to be an aviation hazard or a potential aviation hazard, as defined in Section 21-101(n), Idaho Code, to the safe flight of aircraft shall be plainly marked, illuminated, painted, lighted, or designated in a manner approved by the Department. (4-4-13)

02. Guyed Towers. Any temporary or permanent guyed tower fifty (50) feet or more in height that is located outside the boundaries of an incorporated city or town on land that is primarily rural or undeveloped or used for agricultural purposes, or that is primarily desert, and where such guyed tower's appearance is not otherwise governed by state or federal law, rule or regulation, shall be lighted, marked and painted or otherwise constructed to be visible in clear air during daylight hours from a distance of not less than two thousand (2,000) feet. (4-4-13)

a. Guyed towers shall be painted in seven (7) equal alternating bands of aviation orange and white ~~Such alternating bands shall~~ that begin with orange at the top of the tower and end with orange at the base. (4-4-13)

b. Guyed towers shall have one flashing obstruction light at the top of the tower. ~~Such light shall~~ that meets the technical requirements of medium intensity flashing white obstruction light systems as specified in Federal Aviation Administration Advisory Circular AC 70/7460-1K or current edition. (4-4-13)

c. For guyed towers the surface area under the footprint of the tower and six (6) feet beyond the outer tower anchors shall have a contrasting appearance with any surrounding vegetation. (4-4-13)

d. Guyed towers shall have two (2) marker balls, having a minimum diameter of twenty (20) inches attached to and evenly spaced on each of the outside guy wires. Said spheres to be of the split-sheet, clamp-on type which are to be alternated in two (2) contrasting solid colors of gloss yellow and international orange, and may be constructed of recommended light-weight materials such as fiberglass, aluminum, or foam. (4-4-13)

e. Guyed towers shall have a seven (7) foot long safety sleeve colored to contrast with background vegetation at each anchor point and ~~shall~~ extend from the anchor point along each guy wire attached to the anchor point. (4-4-13)

~~**f.** Any guyed tower that was erected prior to July 1, 2012 shall be marked as required by the provisions of Section 100 before July 1, 2013. Any guyed tower that is erected on or after July 1, 2012 shall be marked as required by the provisions of Section 100 at the time it is erected. (4-4-13)~~

gf. The provisions of this Subsection 400.02, shall do not apply to power poles or structures owned and operated by an electric supplier as defined in Section 61-332A(4), Idaho Code, to facilities used by a federal power marketing agency to serve public utilities or consumer-owned utilities, or any structure whose primary purpose is to support telecommunications equipment, including citizens band (CB) radio towers and all other amateur radio towers. (3-20-14)

03. Lines, Wires, and Cables. Power lines, communication lines, wires, or cable more than two hundred (200) feet above the terrain crossing canyons, rivers, navigable bodies of water, terrain undulations, or guy

structures or any height where such wire, cable or obstruction cross navigable bodies of water near established seaplane bases, if determined by the Department to be a hazard to air navigation, shall be marked at two hundred (200) feet intervals of spacing by sphere-type markers having a minimum diameter of thirty-six (36) inches. Said sphere to be of the split-sheet, clamp-on type which are to be alternated in three (3) contrasting solid colors of gloss white, gloss yellow, and international orange and may be constructed of recommended light-weight materials such as fiberglass, aluminum, or foam. (4-4-13)

04. Spans Between Support Piers. Long spans that exceed lengths of one-half (1/2) mile between support piers, each pier shall be marked with flashing strobe or beacon lights of a type and brilliance acceptable to the Department if such is deemed pertinent to safety and recognition of obstructions. (4-4-13)

05. Construction. Any construction sponsor is required to submit a notice to the Aeronautics Division Administrator if his construction meets one (1) or more of the following conditions: (4-4-13)

a. If the proposed object will be more than two hundred (200) feet above ground level at its location. (4-4-13)

b. If the proposed object will be within twenty thousand (20,000) feet of an airport (*) or seaplane base with a runway of more than three thousand two hundred (3,200) feet in length; and will penetrate an imaginary surface that is one (1) foot in height for each one hundred (100) feet (100:1) horizontally from the nearest point of the nearest runway.

* To qualify, an airport as defined in Section 21-101(c), Idaho Code, must be listed in the Idaho Airport Facilities Directory, or in the Airport /Facility Directory published by the US-DOT, National Charting Office or operated by a public entity. (4-4-13)

c. If the proposed object will be within ten thousand (10,000) feet of an airport having no runway more than three thousand two hundred (3,200) feet in length; and will penetrate an imaginary surface that is one (1) foot in height for each fifty (50) feet (50:1) horizontally from the nearest runway. (4-4-13)

d. If the proposed object will be within five thousand (5,000) feet of a heliport listed in the "Airport Facilities Directory" or operated by a public entity; and will penetrate an imaginary surface that is one (1) foot in height for each twenty-five (25) feet (25:1), horizontally from the nearest landing and take-off area of that heliport. (4-4-13)

e. If the proposed object is a traverse way which will exceed at least one (1) of the standards listed in Subsections [400.05.a.](#) through [400.05.c.](#) above, after its height is adjusted upward seventeen (17) feet for an Interstate Highway, fifteen (15) feet for any other public roadway, ten (10) feet (or the height of the highest mobile objects that would normally traverse the road) for a private road, twenty-three (23) feet for a railroad, or an amount equal to the height of the highest mobile objects that would traverse a waterway or any other thoroughfare not previously mentioned. (4-4-13)

06. Notice Submittal. The notice ~~required under~~ [specified in](#) Subsection [400.05](#) of this rule must be submitted: (1-2-93)

a. At least thirty (30) days before the construction or alteration is to begin; or the application for construction permit is to be filed. (11-28-90)

b. Immediately by telephone or other expeditious means, with written notification submitted within five (5) days thereafter, if immediate construction or alteration is ~~required~~ [needed](#) as in cases involving public services, health, or safety. (1-2-93)

07. Notice of Proposed Construction. A notice of proposed construction or alteration is required so that the Department may: (4-4-13)

a. Depict obstructions on aeronautical charts. (11-28-90)

b. Identify appropriate markings as ~~required~~ promulgated by Section 21-515, Idaho Code. (4-4-13)

c. Be made aware of potential aeronautical hazards in order to minimize their danger to the flying public. (11-28-90)

d. Protect the lives and property of persons in the air and on the ground. (11-28-90)

08. Submittal of Notice. Written notice of intended construction or alteration must be submitted by mail or hand-delivered to the Aeronautics Division Administrator ~~using the contact information in Section 005 of this rule.~~ (4-4-13)

09. Intent. It is the intent that the resultant markings required in this rule be compatible with FAA policies and directives in order to maintain consistency of object marking and lighting. (4-4-13)

401. EXCEPTIONS.

No person ~~is required~~ needs to notify the Aeronautics Division Administrator for any of the following construction or alteration: (4-4-13)

01. Shielded. Any object that would be shielded by existing structures of a permanent and substantial character or by natural terrain or topographic features of equal or greater height, and would be located in the congested area of a city, town, or settlement where it is evident beyond all reasonable doubt that the structure so shielded will not adversely affect safety in air navigation. (1-2-93)

02. Antennas. Any antenna structure of twenty (20) feet or less in height except one that would increase the height of another antenna structure. (11-28-90)

03. Air Navigation. Any air navigation facility, airport visual approach or landing aid, aircraft arresting device, or meteorological device of a type approved by the Aeronautics Division Administrator, the location and height of which is fixed by its functional purpose. (4-4-13)

402. -- 499. (RESERVED)

**SUBCHAPTER E – RULES GOVERNING RESTRICTION OF FLIGHT
IN DESIGNATED EMERGENCY AREAS**

500. GENERAL.

01. Level of Flight for Non-Search Pilot. No aircraft shall willfully fly below one thousand (1,000) feet above ground level over or through any designated search and rescue area, or any designated emergency area unless officially flying as an assigned search pilot in an assigned search area, or authorized by the official Search and Rescue Headquarters, or in direct official support of a designated emergency area. This flight restriction ~~shall~~ will remain in effect within the designated area until rescinded by the Aeronautics Division Administrator.

02. Level of Flight for Non-Assistance Persons. Aircraft not officially involved in rendering emergency assistance to persons and property may not fly ~~lower than~~ below two thousand (2,000) feet above ground level over any emergency area created by fire, flood, earthquake, or other natural disasters.

501 – 599. (RESERVED)

**SUBCHAPTER F – RULES GOVERNING AERIAL SEARCH AND RESCUE
OF LOST AIRCRAFT AND AIRMEN**

600. SEARCH NOTIFICATION.

01. Notification System. The Department shall maintain a twenty-four (24) hour per day search and rescue notification system. (11-28-90)

02. Notification Sources. The Department normally receives initial notification of lost, missing, overdue, or suspected downed aircraft from the Federal Aviation Administration flight service station(s), the Air Force Rescue Coordination Center, law enforcement, and/or concerned individuals. (11-28-90)

601. SEARCH INITIATION.

When notification is received from agencies, or individual(s) which constitute reasonable probability that an aircraft or airman is down, lost, or missing, a search shall be initiated as described in the National SAR Plan, the ~~Idaho Transportation~~ Department SAR Manual and/or upon mutual agreement between the Department and the BHS. Safety, weather, darkness, and other operational factors may influence the conduct of the search including time of initiation, duration, and suspension. (3-30-07)

602. ORGANIZATION.

01. Staff. The Division of Aeronautics ~~shall~~ will maintain a qualified staff capable of implementing the state aerial search and rescue plan. (1-2-93)

02. Designated Search Districts. The ~~Idaho Transportation~~ Department's Aerial Search and Rescue Manual (Plan) designates six (6) search districts. Within each district one (1) or more qualified District Aerial Search and Rescue Coordinator(s) shall be designated based on knowledge, experience, and training. They, along with other SAR volunteers, will function under the direction of the State Aerial SAR Coordinator. (7-1-97)

603. RESOURCES.

Normally, state volunteer airmen and their aircraft shall be used for aerial search and rescue. State Division of Aeronautics aircraft and crews may also be utilized. In addition to the use of volunteer airmen and aircraft, the Department may request through and under the direct control of respective county sheriffs, the use/assistance of ground search and rescue agencies, organizations, and/or individual(s). (1-2-93)

604. PROCEDURE.

01. Search and Rescue Guideline. The ~~Idaho Transportation~~ Department's Aerial Search and Rescue Manual (Plan) shall provide guidelines for effectively conducting aerial search and rescue operations. ~~It shall~~ and establish requirements for crew qualification, adequacy of volunteer search aircraft performance, and District Aerial SAR Coordinator qualifications. In order to effectively implement the State SAR Plan, the State Aerial SAR Coordinator may make SAR agreements as necessary with other agencies/organization(s)/individual(s). They may be either informal verbal agreements or they may be formal written documents. Agreements shall provide for the maximum practicable cooperation of such agencies/organization(s)/individual(s) and the use and coordination of facilities committed to SAR missions. Written agreements will normally involve officials of comparable levels in their respective agencies. Written agreements should be as brief as possible, covering only those specific items for which the agreement is deemed necessary. They should not be repetitious or contradictory of matters contained in the National SAR Plan. (7-1-97)

02. District Aerial SAR Coordinators. The State Aerial SAR Coordinator shall assign District Aerial SAR Coordinators who act under the direction of the State Aerial SAR Coordinator, organizing the volunteer personnel and resources of his assigned search district area for maximum efficiency, safety, and economy. Said District Coordinator may be either a volunteer, state employee or other individual as assigned by the State Aerial SAR Coordinator. (7-1-97)

03. Designations by State Aerial SAR Coordinators. The State Aerial SAR Coordinator will designate airports of primary operational support as necessary in the aerial search effort. The State Aerial SAR Coordinator may designate Temporary Flight Restrictions (TFR) under Federal Aviation Regulation (FAR) 91.137 as required for safety of search aircraft. Normally the State Aerial SAR Coordinator will function in the Division of Aeronautics facilities but the option to dispatch state coordinator to the airport(s) of primary support, State EOC, or other location as necessary, may be exercised. State Division of Aeronautics aircraft may be used as necessary with state crews or with state pilot in command and volunteer pilot/observer(s). Volunteer aircraft and crews shall be screened by the District Aerial SAR Coordinator for availability, qualification, and willingness to participate in the

search. Flight logs and mission records shall be maintained and all pertinent information ~~shall~~ will be screened and recorded and forwarded to the State Aerial SAR Coordinator at the close of the mission or as requested. (1-2-93)

04. Interstate Coordination. On some occasions the aerial search and rescue effort may need to extend into bordering states or Canada. Interstate coordination with other states/Canada shall be achieved as necessary by the Department for SAR mission needs. Coordination with other search and rescue organization(s)/ individual(s) may be developed as needed or necessary. Such considerations as weather, time, no flight plan, no emergency locator transmitter signals, no availability, or limited search resources near the objective search area(s) may dictate extending Idaho resources into bordering states/Canada. In a like manner, it may sometime become necessary for bordering states/Canada to extend their resources into Idaho. (3-30-07)

05. Funds. Aerial search and rescue funds shall be used solely in support of aerial SAR efforts. Financial support of aerial SAR volunteers ~~shall~~ includes, but is not ~~be~~ limited to, SAR training, education, equipment, coordinating efforts, communications, and aircraft fuel and oil expenses. (11-28-90)

06. Official Mission Report. A report shall be made to the State Aerial SAR Coordinator by the District Aerial SAR Coordinator at the termination of daily search activity. The State Aerial Coordinator SAR shall consolidate all necessary report information and relay it to AFRCC. All mission working papers which are accumulated during the course of the search mission will be analyzed for meaningful content upon which to base operational decisions and the final official mission report. (11-28-90)

07. Time Period of Searches. Aerial searches shall be continued until either successful or until all reasonable leads are exhausted and/or passage of time has drastically reduced the possibility of survival. If search is unsuccessful and all leads have been exhausted, the search may be suspended upon mutual agreement between the Department and the BHS until either new leads are received or conditions have changed which increases the probability of detection. (3-30-07)

08. Completion of Search. Searches will be closed when the search and rescue objective has been located, the respective county sheriff notified, it is certain that authorized ground personnel gain access to the search objective for positive identification of missing or downed aircraft and assistance to possible survivors, and post mission procedures are completed. (11-28-90)

09. Required Reports. Upon completion of the mission, all cooperating/participating agencies shall be advised as promptly as possible. News releases shall be made as deemed appropriate by the State Aerial SAR Coordinator. It shall be ascertained that all search aircraft are accounted for. A report of mission activity shall be made to AFRCC. A synopsis of the entire mission shall be developed by the State Aerial SAR Coordinator. ~~The~~ with the following forms ~~shall be~~ attached to the synopsis: (11-28-90)

- a. Search and Rescue Information Sheet (2600). (3-30-07)
- b. Search and Rescue Action Report (2601). (3-30-07)
- c. Air Search and Rescue Fuel and Oil Record (2602). (3-30-07)
- d. Mission Authorization, Personnel Register (2604). (3-30-07)
- e. Mission Flight Plan Briefing and Debriefing Log (2605) (3-30-07)
- f. Search and Rescue (SAR) Mission Report (2606A). (3-30-07)

10. Final Report. The synopsis and attachments shall constitute the final official search and rescue mission report. (11-28-90)

605. -- 699. (RESERVED)

SUBCHAPTER G – RULES GOVERNING IDAHO AIRPORT AID PROGRAM

700. PROJECT ALLOCATION PRIORITY PRINCIPLES.

For the discretionary allocation programs ~~will be based on six (6) important principles. These principles are priority~~
~~will be given to:~~ (3-20-14)

- 01. Aircraft Operations Safety.** ~~Priority will be given to~~ Projects involving safety of aircraft operations. (1-1-90)
- 02. ~~Priority Will Be Given to~~ Projects Which Protect Prior Public Investments.** (1-1-90)
- 03. Federal Funds.** ~~Priority will be given to~~ Assuring maximum use and benefit of available federal funds. (1-1-90)
- 04. Aircraft Landing Projects.** ~~Priority will be given to~~ Projects at existing aircraft landing facilities where need is demonstrated. Projects must provide benefits associated with aircraft landing facility utilization on a statewide basis. (1-1-90)
- 05. Preservation and Acquisition.** ~~Priority will be given to~~ The preservation and acquisition of existing aircraft landing facilities in danger of being lost. (1-1-90)
- 06. Aircraft Landing Development.** ~~Priority will be given to~~ The development of new, additional aircraft landing facilities in areas of greatest need: (1-1-90)
 - a. Large geographical areas with no “air accessibility.” (1-1-90)
 - b. Additional new sites in urban areas where landing sites are rapidly becoming non-existent. (1-1-90)
 - c. Recreational area development where land availability is becoming difficult to obtain. (1-1-90)

701. PROGRAM CRITERIA AND LIMITATIONS.

The allocation program is designed to provide the greatest and best utilization of limited Idaho Airport Aid Program Funds. The primary goal of the allocation program is to further the proper development of a statewide system of airports and fair distribution of aviation tax money. This policy requires: (5-8-09)

- 01. Master Plan.** ~~To be eligible~~ each city, county, airport authority, political subdivision, or public corporation, hereinafter referred to as airport sponsor, should have a master plan or an airport or heliport layout plan ~~to be eligible for participation in the allocation program. The plan must be~~ that is approved by the Division of Aeronautics. (5-8-09)
- 02. Face Value Contributions.** Labor and equipment contributions by the airport sponsor may be approved at face value in force-account financial evaluation as matching funds. The following items will not be eligible for force-account contribution: (5-8-09)
 - a. Land values previously acquired. (1-1-90)
 - b. Previous building construction or improvements. (5-8-09)
 - c. Previous State or FAA grants. (1-1-90)
- 03. Public Funds Protection.** In order to protect the investment of public funds, the Idaho Transportation Board may require proof of ownership or lease of all land upon which any project is proposed, and require that the airport be zoned to prevent incompatible land uses and the creation or establishment of structures or objects of natural growth which would constitute hazards or obstructions to aircraft operating to, from, on, or in the vicinity of the subject airport. (3-20-14)

04. Projects Other Than Allocation Plan. All projects other than the annual allocation plan will be individually considered and acted upon at a regular meeting of the Board. All projects will be resolved by eligibility and priorities established by each year's review of the total State need. The availability of funds, or legislative appropriations, ~~shall always be~~ is the final determination of grant approvals. Consideration of all factors, including relative needs and priorities involved in an airport construction project will be considered. Attention will be given to effort made at the sponsor's level to assure availability of continuing financing and management support to keep the airport in good repair. (5-8-09)

702. PERCENTAGES OF COST. Matching percentages ~~must be determined~~ not to exceed the following guidelines, are subject to the approval of the Idaho Transportation Board: (1-1-90)

01. Airport sponsors not eligible for Federal funding assistance that have an adjusted service area population of less than five thousand (5,000), may receive up to seventy-five percent (75%) of project cost for maintenance and upgrade of an airport. Acceptable assurance of continuing operation and maintenance over a twenty (20) year period under the guidance of a Citizen's Advisory Council shall be provided. (3-20-14)

02. Airport sponsors not eligible for Federal funding assistance that have an adjusted service area population of five thousand (5,000) or more may receive up to fifty percent (50%) of the cost for maintenance and upgrade of an airport. Acceptable assurance of continuing operation and maintenance over a twenty (20) year period under the guidance of a Citizen's Advisory Council shall be provided. (3-20-14)

03. Airport sponsors eligible for Federal funding assistance, may be considered for State funding assistance up to fifty percent (50%) of the sponsor's share when using Federal aid for the cost of maintenance and upgrade of existing facilities. If no Federal participation, each such project ~~shall~~ will be considered on its merit. The amount of State financial aid will be negotiated in each case. (5-8-09)

04. All airport sponsors eligible for funding ~~under IDAPA 39.04.04, "Rules Governing Idaho Airport Aid Program,"~~ may apply to participate in the maintenance and safety supplies program. This is part of the discretionary allocation program that provides at no charge or a reduced charge for the following such items: (5-8-09)

a. Runway and taxiway light fixtures, bulbs, and parts; (5-8-09)

b. Rotating beacon fixtures; (5-8-09)

c. Windsocks, windsock frames and standards; (5-8-09)

d. Tie-down chain sets; (5-8-09)

e. Utility light bulbs; and (5-8-09)

f. Taxiway reflectors. (5-8-09)

g. All municipal airport sponsors eligible for funding ~~under IDAPA 39.04.04,~~ may apply to participate in the small projects program which provides grant funding assistance of less than two thousand dollars (\$2,000) for unscheduled or emergency improvements, with approval from the aeronautics administrator, from the current years allocation. (5-8-09)

703. GRANTED ALLOCATION ITEMS. Allocations may be granted for the following items: (1-1-90)

01. Development of required airport planning, land ownership, airspace, land use compatibility, and land use zoning documents. (5-8-09)

02. Land acquisition for development and improvement of aircraft landing facilities. (1-1-90)

03. Grading and drainage necessary for construction or reconstruction of runways or taxiways.

- (1-1-90)
- 04.** Construction or reconstruction of runways or taxiways. (1-1-90)
- 05.** Acquisition of “runway protection zones” as defined in current regulations of the Federal Aviation Administration. (5-8-09)
- 06.** Acquisition of easements through or other interests in airspace as may be reasonably required for safeguarding aircraft operations in the vicinity of an aircraft landing facility. (1-1-90)
- 07.** Removal of natural obstructions from runway protection zones. (5-8-09)
- 08.** Installation or rehabilitation of “segmented circle airport marker systems” as defined in current regulations of the Federal Aviation Administration. (5-8-09)
- 09.** Installation or rehabilitation of runway, taxiway, boundary, or obstruction lights, together with directly related electrical equipment. (5-8-09)
- 10.** Erection or rehabilitation of appropriate security fencing around the perimeter of an aircraft landing facility. (5-8-09)
- 11.** Grading and drainage necessary to provide for parking of transient general aviation aircraft. (1-1-90)
- 12.** Air navigation facilities. (1-1-90)
- 13.** Such other capital improvements as may be designated by the Board. (1-1-90)
- 14.** New building construction of public use facilities such as storage hangars, pilot lounge, rest rooms, etc., that are owned by the airport sponsor. (5-8-09)

704. AIRPORT SPONSOR ELIGIBILITY.

The Idaho Airport Aid Program is available only to public entities that own or lease and operate a landing facility that is open to the public without use restrictions. Allocation may be made only on facilities that are not under exclusive lease or monopoly control of private individuals or corporations. The Idaho Airport Aid Program consists of grants, small projects, and maintenance and safety supplies. The grants (for scheduled projects) and small projects (for unscheduled or emergency projects) are available to municipal entities such as a city, county, airport authority, political subdivision, or public corporation, hereinafter referred to as the airport sponsor, but not to facilities operated by divisions of the state of Idaho or the Federal government. The maintenance and safety supplies are available to all public entities that own or lease and operate a landing facility that is open to the public without use restrictions.

(5-8-09)

705. APPLICATIONS FOR AID.

01. Each project submitted for funding consideration from airport sponsors not eligible for Federal funding assistance will be presented in a written application for aid which outlines economic capability and source of funds. The application form will be supplied by the Division of Aeronautics. Eligibility and priority will be determined by an annual revision of a State allocation program for airport improvement. (5-8-09)

02. Each project application submitted for funding consideration from airport sponsors that are eligible for Federal funding assistance will consist of a full and complete copy of the federal application for assistance. (5-8-09)

03. Each request for participation in the maintenance and safety supplies program or the small projects program must be made through written, telephone, or electronic request. (5-8-09)

04. Projects deemed by the Board to require special legislative appropriations will be submitted for

legislative support and consideration.

(5-8-09)

706. IAAP IMPLEMENTATION METHOD.

01. Calculation of Adjusted Service Area Population. Upon collecting the most recent Census Data, calculate the Service Area Population (SAP) for all eligible airports. Relative to Community Airports, reduce the SAP of the Community Airport, by the amount of population overlying the Community SAP by the population of a 'more developed' airport. The remainder is the amount used to calculate the Adjusted Service Area Population (ASAP) of the Community Airport. (0-0-00)

02. Project Prioritization. Each project gets a priority value based upon number of based aircraft, purpose of the project, component of the airport of the project, pavement condition index (number) of the project and age of the most recent plan. Determine the values for each of the above element and calculate the priority number of each project for future use. (0-0-00)

03. Community Airport Five-Year Funding Cycle. Each Community Airport gets ranking number by based aircraft, adjusted service area population and number of IAAP grants accepted. Assign the value to each airport and list such that there are five groups identified for funding in each of the next five years. (0-0-00)

04. Selection of Eligible Projects. The FAA, through the ISCIP process, identifies the NPIAS airport projects. Aeronautics lists each community airport project by priority value for the current year. (0-0-00)

05. Selection Guidelines for Projects. A set of guidelines directs the selection and order of projects. These guidelines allow latitude in selection of projects to create a 'level playing field.' (0-0-00)

06. Allocation of Funding for Projects. Aeronautics developed a five-step process to allocate funds to each project. The process builds funding, for each project, through each step until almost all available funds are allocated. (0-0-00)

07. Appendix for Aeronautics Advisory Board and Idaho Transportation Board Approval. Upon the completion of the above six items, an annual appendix is compiled, for use by the AAB, to review, modify and approve the program. Aeronautics modifies the appendix, as directed, and presents it to the ITB for final review, approval, and funding. (0-0-00)

707. -- 999. (RESERVED)

**IDAPA 39
TITLE 02
CHAPTER 60**

39.02.60 – RULES GOVERNING LICENSE PLATE PROVISIONS

000. LEGAL AUTHORITY.

This rule, establishing the policies used to administer Idaho's standard and specialized license plate programs, is adopted under the authority of Section 49-201, Idaho Code. (1-3-92)

001. TITLE AND SCOPE.

01. Title. These rules are titled IDAPA 39.02.60 "Rules Governing License Plate Provisions." (4-2-08)

02. Scope. This rule governs license plate provisions for standard license plates not otherwise detailed in Title 49, Idaho Code, and provisions for all specialty program license plates, personalized plates, and special eligibility plates. Subchapter A further establishes provisions for administering the exempt and undercover license plate programs not otherwise detailed in Title 49, Chapter 4, Idaho Code. (4-2-08)

002. WRITTEN INTERPRETATIONS.

This agency does not rely on written interpretations for these rules. (4-2-08)

003. ADMINISTRATIVE APPEALS.

All contested cases will be governed by the provisions of IDAPA 04.11.01. "Idaho Rules of Administrative Procedure of the Attorney General." (4-2-08)

004. INCORPORATION BY REFERENCE.

There are no documents incorporated by reference in this chapter. (4-2-08)

005. OFFICE – OFFICE HOURS – MAILING AND STREET ADDRESS – PHONE NUMBERS.

01. Street and Mailing Address. The Idaho Transportation Department maintains a central office in Boise at 3311 W. State Street with a mailing address of P O Box 7129, Boise ID 83707-1129. (4-2-08)

02. Office Hours. Daily office hours at 8 a.m. to 5 p.m. except Saturday, Sunday and state holidays. (4-2-08)

03. Telephone and FAX Numbers. The central office may be contacted during office hours by phone at 208-334-8649 or by fax at 208-334-8542. (4-2-08)

006. PUBLIC RECORDS ACT COMPLIANCE.

All records associated with this chapter are subject to and in compliance with the Idaho Public Records Act, as set forth in Title 74, Chapter 1, Idaho Code. (4-2-08)

007. -- 009. (RESERVED)

010. DEFINITIONS.

01. Authorized Employees. Authorized employee as used in this rule means any non-salesperson or employee who is paid compensation for a minimum of thirty (30) hours each week, and appears on the records of the employer as an employee for which social security, income tax, and all deductions required by law have been made.

02. Exempt License Plate. Standard license plate issued to the entities described in Section 49-426(1), Idaho Code, which are exempt from payment of vehicle operating fees. (1-2-93)

03. Exempt Personalized License Plate. An exempt plate which specifically identifies the agency by a unique identifier specified by the agency that does not conform to the standard exempt identifier listed in Section ~~400~~ 400; a plate wherein the serial number portion represents inventory control numbers, badge numbers, radio call signs, or other unique lettering or numbering schemes developed by the requesting agency; plates that are lettered and/or numbered to indicate a person's position in the hierarchy of an agency. (1-2-93)

04. Furtherance or Pursuance of Business. Furtherance or pursuance of business as used in this rule or in Section 49-1627, Idaho Code, means any lawful use of a dealer or loaner plate by an authorized employee of a dealership for the movement of a vehicle to be sold, repaired or transferred from one (1) location to another. (1-3-92)

05. Leased or Rented Vehicles. Leased or rented vehicles owned by the licensed dealer as used in Section 49-1627, Idaho Code, means vehicles titled in the name of the dealership which are leased or rented on a contractual basis to the public. (1-3-92)

06. Undercover License Plate. A standard license plate issued upon application to the Department from an exempt agency with law enforcement authority. Undercover license plates ~~shall~~ will be randomly issued by the Department, and appear as a standard county plate. (7-1-13)

07. Vehicles Not Held in Stock. Vehicles not held in stock for sale as used in Section 49-1627, Idaho Code, means vehicles titled in the name of the dealership or vehicles which cannot be titled or for which the dealership does not hold title. (1-3-92)

08. Vehicles Sold. Vehicles which have been sold as used in Section 49-1627, Idaho Code, means vehicles for which a dealer has a signed contract of sale or other vehicles not belonging to the dealership. (1-3-92)

011. LICENSE PLATE PROVISIONS FOR ALL LICENSE PLATES.

01. Plate Numbering and Lettering. The Idaho Transportation Department is authorized to assign unique plate letter/number spacing schemes and to use specific letter/number combination schemes as needed for the purpose of ensuring unique numbering systems for all license plate programs and to administer the provisions of this rule. (4-2-08)

02. Plate Life Expiration Date. License plates will be valid for the period described in 49-443 (2) and will expire on the last day of the month, consistent with the month of the registration expiration.

012. PROOF OF REGISTRATION FOR NEW, REPLACEMENT, OR REISSUED LICENSE PLATES.

01. Proof of Registration Document. Upon receipt of payment for required registration and program fees, proof of registration receipt document may be issued, indicating "license plates on order." This option will be used whenever license plates are ~~required to be~~ manufactured after the registration transaction has been completed. The proof of registration receipt document ~~shall~~ will provide proof that the vehicle has been registered and fees have been paid, and the vehicle may be operated until new plates have been received by the registrant. At the discretion of the Department, more than one (1) proof of registration may be issued, if needed, in order to manufacture license plates. (3-20-14)

02. Placement of Proof of Registration Document. The proof of registration receipt document ~~shall~~ will be displayed in the rear window or on the rear of the vehicle for which it is issued in a manner that is readily legible for a distance of twenty five (25) feet and will be legible throughout the duration of the permit. When issued to a convertible, motorcycle, or other vehicle in which it is not possible to display in the rear window, the proof of registration must be conspicuously displayed where the ~~license plate number and~~ expiration date of the newly issued plate may be easily read at a distance of twenty five (25) feet, and where it is protected from exposure to weather conditions, which would render it illegible. (3-20-14)

03. Issuance of Manually Completed Temporary Registrations When Automated System is

Unavailable. Upon receipt of payment for required registration and program fees, the county may issue a manual temporary registration valid for thirty (30) days, through use of a temporary form provided by the Department, in the event the automated system is unavailable. When the system resumes normal operation, the county office shall will enter such registration information in the system, and produce the registration form and validation decals and mail to the registered applicant. The manual temporary registration form shall will be displayed in the rear window or on the rear of the vehicle for which it is issued in a manner that is readily legible for a distance of twenty five (25) feet, and will be legible throughout the duration of the permit. When issued to a convertible, motorcycle, or other vehicle in which it is not possible to display in the rear window, the temporary registration must be conspicuously displayed where the number and expiration date of the permit may be easily read at a distance of twenty five (25) feet, and where it is protected from exposure to weather conditions, which would render it illegible. (5-8-09)

013. -- 099. (RESERVED)

100. LICENSE PLATE PROVISIONS FOR STANDARD PLATES.

01. County Designations. The county in which a vehicle is registered will be designated by a number and letter on license plates for passenger cars, pick-up trucks eight thousand (8,000) pounds and under gross weight, hearses, ambulances, wreckers, farm vehicles between eight thousand one (8,001) and sixty thousand (60,000) pounds gross weight, and recreational trailers. The county designators are as follows:

1A	- Ada	2A	- Adams	1B	- Bannock	2B	- Bear Lake
3B	- Benewah	4B	- Bingham	5B	- Blaine	6B	- Boise
7B	- Bonner	8B	- Bonneville	9B	- Boundary	10B	- Butte
1C	- Camas	2C	- Canyon	3C	- Caribou	4C	- Cassia
5C	- Clark	6C	- Clearwater	7C	- Custer	E	- Elmore
1F	- Franklin	2F	- Fremont	1G	- Gem	2G	- Gooding
I	- Idaho	1J	- Jefferson	2J	- Jerome	K	- Kootenai
1L	- Latah	2L	- Lemhi	3L	- Lewis	4L	- Lincoln
1M	- Madison	2M	- Minidoka	N	- Nez Perce	1O	- Oneida
2O	- Owyhee	1P	- Payette	2P	- Power	S	- Shoshone
1T	- Teton	2T	- Twin Falls	V	- Valley	W	- Washington

(1-3-92)

02. Designation for Farm Vehicles. License plates for farm vehicles between eight thousand one (8,001) and sixty thousand (60,000) pounds gross weight will have the county designator, then a unique serial number followed by the letter "T". (4-2-08)

03. Designation for Recreational Vehicles. License plates for recreational trailers will have the county designator, then a unique serial number followed by the letter "R". (4-2-08)

04. Designations for Motor Homes. License plates for motor homes will have the county designator, then a unique serial number followed by the letter "M". (4-2-08)

101. LICENSE PLATE PROVISIONS FOR RESTRICTED VEHICLE PLATES.

Per Section 49-402 (4), Idaho Code, the Idaho Transportation Department ~~shall~~ will provide restricted vehicle plates ~~to county offices~~ for issuance to all-terrain vehicles, utility type vehicles, and motorbikes. Idaho Transportation Department will provide these plates to county DMV offices and to the Idaho Department of Parks and Recreation (if needed). Per Section 49-443(1), Idaho Code, such plates ~~shall~~ will be four inch by seven inch (4" x 7") plates, be printed with a combination of letters and numbers as determined by the department, and be printed in black on a white reflective background. Plates ~~shall~~ will be printed with "Idaho Restricted Vehicle" on the top and no other inscription. The plate ~~shall~~ will also have a decal placed in the lower left-hand corner indicating the year it is required to be replaced. The plate ~~shall~~ will not be valid without the registration sticker, issued pursuant to Section 67-7122, Idaho Code, ~~being~~ affixed to the lower right-hand corner of the plate. Idaho restricted vehicle plates may not be personalized. (5-8-09)

102. -- 149. (RESERVED)

150. VEHICLE DEALER LICENSE PLATES FORMATS.

01. Designation for Manufacturers Plates. Plates issued to manufacturers ~~shall~~ will bear the designation "MFR" and be numbered from nine thousand (9000) through nine thousand, nine hundred, ninety-nine (9999). (1-3-92)

02. Designation for Dealer Plates. Plates issued to dealers ~~shall~~ will bear the designation "DLR" and the sequential license plate number ~~shall~~ will be a maximum of two (2) digits. (1-3-92)

a. If a dealer is issued more than ninety-nine (99) plates, an alpha character will be placed in the first position, followed by a number. (1-8-90)

b. The dealer number ~~shall~~ will be a maximum of four (4) digits. No dealer number ~~shall~~ may be preceded by a zero (0): Dealer number one (1), plate number one (1): 1-01; Dealer number one thousand one (1001), plate number one hundred (100): 1001-A1. (1-8-90)

c. Dealer restricted vehicle plates will display the abbreviation "DLR" within the lower left hand box labeled "Restricted Vehicle". The dealer validation sticker ~~shall~~ will be displayed within the box labeled "Dealer Validation Sticker".

151. VEHICLE DEALER LICENSE PLATES RESTRICTIONS.

01. Restrictions. Restrictions on the use of manufacturer or dealer plates are provided for by Section 49-1627, Idaho Code. In addition, the following restrictions ~~shall~~ apply: (1-3-92)

a. Authorized employees may operate vehicles displaying dealer plates only when operated in the furtherance of the dealer's business. The authorized employee must carry an identification card issued by the dealer. The identification card ~~shall~~ will contain the employee name, dealership, date of issue, dealer number and signature of an authorized representative of the dealership and the signature of the employee. This use ~~shall~~ will be limited to normal business hours unless the operator is in possession of a letter from the dealer listing the specific reason for the after-hour use. (1-3-92)

b. A manufacturer ~~shall~~ will not display manufacturer plates on vehicle types other than those manufactured by the manufacturer. (1-8-90)

c. A new or used motorcycle dealer ~~shall~~ will not display motorcycle dealer plates on other vehicle types nor on a new motorcycle that the dealer is not enfranchised to sell. (3-2-10)

d. A new vehicle dealer ~~shall~~ will not display new vehicle dealer plates on new vehicles that the dealer is not enfranchised to sell. (4-2-08)

e. A new or used motorbike, all terrain vehicle, or utility vehicle dealer ~~shall~~ will not display dealer

restricted vehicle plates on other vehicle types nor on any new motorbike, all terrain vehicle, or utility vehicle that the dealer is not enfranchised to sell. (3-2-10)

~~f. Vehicles displaying a dealer restricted vehicle plate shall will be limited to operation off highway, on authorized local jurisdiction roadways, on those roadways maintained by the Idaho Department of Lands, the Bureau of Land Management, and the US Forest Service. Restricted vehicles displaying the dealer restricted vehicle plate shall not operate on any state highway, but may cross such at a designated crossing. (3-2-10)~~

gf. Vehicles displaying a dealer restricted vehicle plate are not required to display the Idaho Department of Parks and Recreation Off-highway registration to be valid, but are required to be validated in the same manner as are standard dealer plates and display the required annual validation sticker on the restricted plate. Use will be permitted pursuant to Section 49-426 (3) and (4), Idaho Code. (3-2-10)

hg. A prospective purchaser ~~shall~~ will not have in his possession a vehicle belonging to a dealership after normal business hours without a letter of authority from the dealership. (4-2-08)

ih. A dealer or manufacturer ~~shall~~ will not display a dealer plate for purposes other than provided for by law or regulation. (4-2-08)

02. Penalties. In addition to the penalties for violation of plate use provided for in Section 49-236, Idaho Code, a dealer or manufacturer may have his license to do business in Idaho suspended for a period not less than fifteen (15) days nor more than thirty (30) days. (1-8-90)

152. VEHICLE DEALER LOANER PLATES.

01. Numbering. Plates ~~shall~~ will be numbered from LAA001 to LZZ999. (1-03-93)

02. Surrender of Plates. If the dealership license becomes invalid, the dealer must surrender the registration and loaner plates that have been issued. There ~~shall~~ will be no refund of fees. (1-8-90)

03. Vehicle Log. Dealerships ~~shall~~ will maintain a vehicle log of each vehicle on which a loaner plate is displayed. The log ~~shall~~ will be available for inspection by any peace officer or agent of the Department and ~~shall~~ contain the: (1-8-90)

a. Vehicle Identification Number (VIN) or dealership stock number if such stock number can be traced to the vehicle's VIN; (1-8-90)

b. Date(s) the plates were displayed on a vehicle; (1-8-90)

c. Number printed on the plate displayed; (4-2-08)

d. Name of person authorized to use the plate; and (1-8-90)

e. Purpose for which vehicle was used. (1-8-90)

04. Identification Card. The Department ~~shall~~ will provide an identification card, (registration) for each plate showing the: (4-2-08)

a. Dealership name and address; (1-8-90)

b. Number printed on the plate; (4-2-08)

c. Calendar year for which the registration is valid; (1-8-90)

d. Dealer number; (1-8-90)

- e. Date of issue, and (1-8-90)
- f. A place for the dealer's signature. (1-8-90)

05. Letter of Authorization. Persons using the plate on loaner vehicles while waiting for their own vehicle to be repaired ~~shall~~ will have in their possession a letter of authorization or a document showing both the user and dealership name. The document or letter must be signed and dated by an authorized employee of the dealership. (1-3-92)

06. Vehicle Use Donation for Civic and Charitable Events. Licensed dealers may authorize the use of their loaner plates when donating the use of vehicles held in their inventory for civic or charitable events. Such time period ~~shall~~ will not exceed thirty (30) days. The dealer ~~shall~~ will provide a letter of authorization to be carried in the vehicle and proof of current liability insurance, as required by Chapter 12, Title 49, Idaho Code. (4-2-08)

07. User Fee. The dealer may charge the user a fee for vehicles held in stock for sale and provided to a customer of a dealership while the customer's vehicle is being repaired. (1-3-92)

08. Fees. The fees charged for dealer loaner plates ~~shall~~ will be the same as the fees required by Section 49-402, Idaho Code, for new vehicles, and ~~shall~~ be in addition to the current Emergency Medical Service (EMS) and plate fees. Applicants for new loaner plates received after January 1 ~~shall~~ will be charged one-twelfth (1/12) the annual fee required for a new vehicle for each month remaining in the licensing year, including the month of application. The annual EMS and plate fees are not prorated. (1-3-92)

153. VEHICLE DEALER TRANSPORTER REGISTRATION AND PLATE.

01. Purpose. Utility and boat trailers that weigh under two thousand (2,000) pounds unladen may be moved by a manufacturer, dealer, or an employee of either, or by a transporter service contracted by the vehicle's manufacturer or dealer upon registration and payment of an annual fifteen dollar (\$15) transporter plate fee to the department, or by purchase of a single trip permit. These plates may be used only on boat trailers and utility trailers for demonstration purposes, and may be used while laden for demonstration purposes. (4-2-08)

02. Numbering of Plates. Transporter plates ~~shall~~ will be numbered from PA1 TO PZ9999. Transporter plates are required to be displayed on the rear of the trailer. (1-3-92)

03. Renewal of Plates. The transporter registration and plate are valid for one (1) year from January 1 through December 31 and may be renewed by use of a registration sticker showing the year of validation. (1-8-90)

04. Use of Plates. Transporter plates may be moved by registrants from one (1) utility or boat trailer weighing under two thousand (2,000) pounds unladen to another trailer meeting this criteria during the current registration period. Vehicles towing a laden trailer displaying a transporter plate must be registered within the appropriate gross vehicle weight category for the combined load. (4-2-08)

05. Possession of Registration. When transporting a vehicle displaying a transporter plate, the operator of a towing vehicle ~~shall~~ will carry the transporter registration in the towing vehicle at all times. (1-8-90)

06. Violations. Violations of this section include: (1-3-92)

a. Display of a transporter plate on any vehicle not required to be registered under this Section; and (1-3-92)

b. Display of a transporter plate on a vehicle not lawfully under the control of the registration holder. (1-3-92)

07. Penalties: (1-8-90)

a. Violation of this section ~~shall~~ will be a misdemeanor as provided for by Section 49-236, Idaho

Code; and

(1-8-90)

b. The plate and registration of anyone who displays a transporter plate other than provided for by this section may be canceled. (1-8-90)

154. PROVISIONS FOR WRECKER PLATES.

01. **Purpose.** Wrecker plates are for the exclusive use of businesses engaged in the towing of a wrecked, abandoned, salvaged, or disabled motorized vehicle. Plates ~~shall~~ will not be used on vehicles being repossessed. (3-2-10)

02. **Numbering of Plates.** Plates ~~shall~~ will be numbered as determined by the department and ~~shall~~ will display the abbreviation "WRKR" vertically on the left hand side of the plate. (3-2-10)

03. **Renewal of Plates.** The wrecker registration and plate are valid for one (1) year from January 1 through December 31 and may be renewed by use of a registration sticker showing the year of validation. (3-2-10)

04. **Use of Plates.** Plates are not to be displayed on the towing power unit vehicle nor are they to be used on a vehicle not being towed. Plates are to be displayed on the rear of the towed vehicle in such a manner as to be visible to vehicles approaching from the rear. Wrecker plates may be moved from one (1) towed motorized vehicle to another vehicle under the direct lawful control of the registration holder. (3-2-10)

05. **Possession of Registration.** When towing a motorized vehicle displaying a wrecker plate, the operator of the towing vehicle ~~shall~~ will carry the wrecker plate registration in the towing vehicle. (3-2-10)

06. **Acquisition/Renewal of Wrecker Plates.** Wrecker plates will be issued and renewed through the department by mail or by fax using an application and renewal process determined by the department. (3-2-10)

155. PROVISIONS FOR SPECIAL LICENSE PLATE PROGRAM PREQUALIFICATION AND APPLICATION PROCEDURES.

01. **Special License Plate Prequalification.** Anyone desiring legislation to establish a Special License Plate Program may make application to the Department on a Special Plate Program application form designed and provided by the Department. If all the prequalification requirements are met by the submission of other documentation, this will also be acceptable. A Special Plate Program Development Guide will also be provided to each applicant, detailing the procedures for the prequalification and application and providing information regarding the steps required to successfully accomplish a special plate program from prequalification through passage of the legislation, statutory requirements and standards for the plate color and license plate design. (3-20-14)

02. **Special License Plate Approved by the Legislature.** If a special license plate program is approved by the Idaho legislature, prior to production and sale of the special license plates, the sponsor ~~shall~~ will meet the requirements outlined in Subsection 155.03 of this rule. (3-20-14)

03. **Special Plate Requirements:** (3-20-14)

a. The individual responsible for representing the agency requesting the prequalification/application procedure will complete and sign a Special Plate Program application form that will contain a declaration of the responsible individual for certifying compliance with the requirements to the Department. (3-20-14)

b. Responsible individual representing the agency will submit a financial plan detailing the use for the proceeds from the special plate sales. (3-20-14)

c. For non-profit agencies, the responsible individual will provide evidence that the applicant has had 501 (c) Federal Income Tax status for at least two (2) years. (3-20-14)

04. **Special License Plate Program Application Approval:** (3-20-14)

a. Upon approval of application by Department, applicant will, by September 1, deposit programming and administration fees determined by an estimate of projected programming hours required. One thousand dollars (\$1,000) of this fee will not be refundable. (3-20-14)

b. Applicant will complete and submit a list of two hundred fifty (250) applicants, currently registered in Idaho, who intend to purchase the Specialty License Plates when available. The form may be delivered to the Department by mail or electronic means such as e-mail or facsimile. (3-20-14)

05. Submission to the Legislature. (3-20-14)

a. For those desiring legislation, when all requirements have been met, the Department will forward the completed application to the chairmen of the Transportation and Defense Committees of the Senate and the House of Representatives for consideration in the next Legislative Session. This submission will be on a form developed by the Department or other documentation that meets all the requirements listed in this rule. (3-20-14)

b. For those Special License Plate Programs with enacting legislation that fail to meet the requirements of this Section, the Department ~~shall~~ will report such finding to the chairmen of the Transportation and Defense Committees of the Idaho State Senate and the House of Representatives, and ~~shall~~ will not proceed with production and sale of the special plates. (3-20-14)

06. Annual Report. An annual report form, designed and provided by the Department, will be made available to special license plate sponsors. The report will require an accounting of revenues and expenditures associated with the funds collected for the special license plate program. The report will be completed and submitted to the Department by January 1 so that by January 15 of each year the Department has the necessary data compiled and the required information forwarded to the chairmen of the Transportation and Defense Committees of the Idaho State Senate and the House of Representatives. If the agency fails to provide the required report, the Department will suspend special license plate sales for that program until the accounting is provided. Military License Plate programs will not be included in this requirement. (3-20-14)

07. Appeals. The appeals process will allow the applicant for a special license plate program to appeal the Department's decision to deny the application (See Section 003 of this rule). The notice of the appeal will be sent in writing via mail, electronic mail or facsimile within twenty (20) days of the denial. (3-20-14)

156. -- 198. (RESERVED)

199. LICENSE PLATE PROVISIONS FOR SPECIAL PROGRAM AND PERSONALIZED PLATES FOR TRAILERS.

Special program and personalized plates may be issued to trailers manufactured primarily for recreational vehicle uses. Such trailers will include camper, tent or fifth-wheel recreational trailers. Trailers with multiple uses such as utility, horse, or boat, with or without recreational vehicle facilities, ~~shall~~ will be excluded. (4-2-08)

200. LICENSE PLATE PROVISIONS FOR SPECIAL PLATES.

01. Year of Manufacture Plates. (1-3-92)

a. Owners of vehicles manufactured up through 1974, excluding model years 1969, 1971, 1972, and 1973, but including and ending with model year 1974, may apply for the renewal and use of previously canceled Idaho license plates which were originally issued to the same category of vehicle, where the year designation of the plate matches the year of manufacture of a motor vehicle. (4-2-08)

b. The license plate must be in serviceable condition as originally manufactured, i.e., ~~must not~~ cannot be marred, bent, faded, or otherwise damaged to the point it is illegible. If the plate is repainted to bring it to a serviceable condition, the colors ~~shall~~ will match the original colors as closely as possible and will. ~~The quality of the repaint must~~ equal or exceed the original quality. The plate number cannot be a duplicate of a previously manufactured "year of manufacture" plate still in use. (4-2-08)

c. The application for use of the plate ~~shall~~ **will** include a statement signed by the applicant attesting that the applicant understands, if the plate use is approved, the plate does not have reflectorized material which meets the requirements of Section 49-443, Idaho Code. The responsibility for any accident or injury arising out of the possible consequence of not having this reflectorized safety feature on the license plate ~~shall~~ **will** be borne by the registrant. (1-3-92)

~~d. The license plate number sequence applied for cannot duplicate another existing "year of manufacture" license plate number already in use. (4-2-08)~~

~~ed.~~ "Classic" or "Old Timer" plates may be used in conjunction with this revived plate at the option of the registrant. (1-3-92)

02. Centennial License Plates. Personalized and regular number plates are available in the centennial format. (4-2-08)

03. Disabled Veteran License Plates. Disabled veteran license plates may, upon the registrant's request, display the international ~~handicapped~~ **disability** symbol to ensure reciprocal parking privileges in all states and provinces. (4-2-08)

201. PROVISIONS FOR LEGISLATIVE LICENSE PLATES.

01. Option to Apply. Members of the Idaho Legislature have the option of applying to the Department's Special Plates Unit for one (1) set of specially numbered license plates bearing the designation "HOUSE" or "SENATE." (1-3-92)

02. Numbering Assignment List. On or before June 15 each year, the Department will request from the Speaker and Pro Tem a current list of license numbers assigned to all legislators. The Department will request that these lists be returned by September 1 or, in an election year, within fifteen (15) days after the election. (1-3-92)

03. Plate Availability. Upon receipt of the lists, the Department will ensure that a complete set of special legislative license plates ~~is~~ **will be** available for each legislator. (1-3-92)

202. PROVISIONS FOR PERSONALIZED LICENSE PLATES.

01. Special Characters or Marks. No special characters, or punctuation marks, may be used for personalized messages on license plates. (1-3-92)

a. Up to seven (7) letters or any combination of seven (7) letters and numbers and spaces (no half spaces) may be used for personalized messages on eligible six inch by twelve inch (6" x 12") license plates. (5-8-09)

b. Up to six (6) letters or any combination of six (6) letters and numbers and spaces (no half spaces) may be used for personalized messages on four inch by seven inch (4" x 7") motorcycle plates. (5-8-09)

c. Up to six (6) letters or any combination of six (6) letters and numbers and spaces (no half spaces) may be used for personalized messages on specialty program license plates. (5-8-09)

d. Disability six inch by twelve inch (6" x 12") plates will display the international ~~handicapped~~ **disability** symbol followed by up to five (5) letters, numbers, and spaces in the personalized message. Disability four inch by seven inch (4" x 7") motorcycle plates will display the international ~~handicapped~~ **disability** symbol followed by up to four (4) letters, numbers, and spaces (no half spaces) in the personalized message. (5-8-09)

02. Issue of Personalized Plates. Personalized plates ~~can~~ **may** be issued **only** to vehicles if no specific wording is required on the plate to identify the purpose for which the vehicle is registered. Personalized plates will not be issued if such plates would jeopardize the integrity of unique plate identification requirements. Examples include but are not limited to: (1-3-92)

a. Commercial vehicles registered under the International Registration Plan (IRP), because the designators PRP are required to be printed on the plate; (1-3-92)

b. Vehicles for which the designators “PRP” are required to be printed on the plate to identify the use; and (4-2-08)

c. Utility, horse, or enclosed car hauling trailers with RV facilities or boat trailers. (4-2-08)

03. Specific Requests. Requests for specific plate letters and/or numbers will be issued on a first come, first served basis. In the event of a request for the same plate by more than one (1) individual, the request with the earliest postmark, e-mail transmission time, or fax transmission time will prevail. If the postmarks are the same, the date stamped upon arrival at the Department will prevail. Applications submitted at county assessors’ offices will ~~not~~ be considered valid ~~until~~ when date stamped in by the Department. Telephone requests will not be accepted. (4-2-08)

04. Lack of Current Plates. When an applicant for personalized plates does not have current regular number plates: (1-3-92)

a. The Department may issue a thirty (30) day temporary registration to allow time for the billing process for personalized plates. The fee for each thirty (30) day temporary registration ~~shall~~ will be as required by Section 49-523, Idaho Code. (4-2-08)

b. The Department may, upon payment of all required fees, issue a proof of registration document as provided in Section 012 of these rules. (3-20-14)

05. Credits. When personalized plates are issued before an applicant’s current registration is expired, credit will be given for unexpired registration fees only. (1-3-92)

06. Renewing Plates. The applicant will have the choice of renewing existing personalized plates with validation stickers or ordering a new set of plates at the time of renewal. If new plates are requested, the plate fee will be charged in addition to all other fees that are due. New plates must be purchased every seven (7) years as provided in Section 49-443, Idaho Code. (4-2-08)

07. Transfer of Plates. When personalized plates are issued, the vehicle’s regular number plates may be transferred to another vehicle belonging to the owner. If registration credit is given from the regular number plates to the personalized, the regular number plate registration is canceled. (1-3-92)

08. Acceptability of Plates Message. Acceptability of the personalized license plate message and issuance, denial or cancellation will be determined by the Department based on the following criteria: (1-3-92)

a. The combination of numbers and letters requested or combinations of same may not duplicate an existing combination in use, with the following exception. A duplication is allowed only when the combination of numbers and letters requested is the same on a small (ie: motorcycle sized plate) and a large (ie: passenger car) sized plate. (3-20-14)

b. The message, in any language, may not carry a sexual connotation nor consist of a term that is considered to be one of obscenity, contempt, prejudice, hostility, insult, racial degradation, ethnical degradation, or profanity, or vulgarity, as defined in dictionaries of general use, including, but not limited to, Webster’s Unabridged Dictionary and the Harper & Row New Dictionary of American Slang. (3-20-14)

i. The message may not refer to any of the following: bodily functions, bodily fluids, or intimate body parts; sexual preference or orientation; acts of violence; ~~or~~ illegal substances or the use thereof. (3-20-14)

ii. The message may not represent a club, membership, or gang that is commonly known to promote violence, illegal substances, or illegal acts. (3-20-14)

c. The criteria in Paragraph 202.08.b. of these rules is not to be considered an exhaustive list. A compilation of offensive or obscene words, terms or letter/number combinations gathered from the experience of Idaho and other states may also be used as a guide. The Department may also rely on information obtained from law enforcement agencies within or outside of Idaho. (3-20-14)

d. When a complaint is received from the public concerning an issued plate, the name of the ~~caller~~ complainant will not be recorded nor, if known, revealed. (1-3-92)

e. Final determination regarding applications for questionable messages or cancellation of issued plates will be made by the Division of Motor Vehicles. The determination process ~~shall~~ will include a first review by technical staff, followed by a second review by supervisory and management staff. An applicant does, however, have a right to a hearing on the decision. (4-2-08)

09. Message Preferences. Applicants may submit three (3) message preferences including the specific meaning of each. The first choice that is available and acceptable will be issued. If none of the preferences are available or acceptable, the applicant will be notified by return mail or email. (4-2-08)

10. Recalled Plates. Personalized plates may be recalled by the Department for the following reasons: (1-3-92)

a. Error in manufacturing; or (1-3-92)

b. Clerical error. (1-3-92)

c. Unacceptable personalized messages as outlined in Paragraph 202.08.b. of these rules. (4-2-08)

11. Unexpired Fees. If a set of personalized plates is recalled, the personalized plate program fee, unexpired portion of the registration fee, E.M.S. fee, plate fee, (if plates are returned to the Department), and all other applicable special plate fees, will be refunded or transferred to a new issue of personalized plates. (4-2-08)

12. Expired Plates. Personalized plates that are allowed to expire ~~shall~~ will become immediately available for reissue to another applicant. There is no grace period. (1-3-92)

203. PROVISIONS FOR FORMER PRISONER OF WAR (POW) LICENSE PLATES.

01. Eligible Person. Any veteran who was a prisoner of war (POW) of an armed enemy of the United States during active service in the armed forces of the United States during the following recognized war periods may be eligible:

WORLD WAR I	April 6, 1917 to November 11, 1918
WORLD WAR II	December 7, 1941 to December 31, 1946
KOREAN WAR	June 27, 1950 to January 31, 1955
VIETNAM WAR	August 5, 1964 to May 7, 1975
USS PUEBLO	January 23, 1968 to December 23, 1968
PERSIAN GULF	August 2, 1990 (Congress has not assigned an ending date.)

(4-2-08)

02. Certified Documentation. Eligibility ~~shall~~ will be documented by a copy of the applicant's 53.55 or DD-214 Separation from Active Duty papers, or other specific documentation received from the Veterans Administration that certifies that the applicant was a prisoner of war during the recognized war periods stated above.

(1-3-92)

204. -- 299. (RESERVED)

300. PROVISIONS FOR SAMPLE PLATES.

Sample plates are issued ~~at twelve dollar (\$12) per plate~~ on the “Scenic Idaho/Famous Potatoes” red, white, and blue plate or Special Program License plates as follows: (1-3-92)

01. Plate Size. Plates carrying the word SAMPLE in both passenger car size (six inches by twelve inches (6" x 12")) and motorcycle size (four inches by seven inches (4" x 7")). (1-3-92)

02. Personalized Sample Plates. Personalized Sample plates are issued on both plate sizes, passenger car with maximum of seven (7) characters and motorcycle size with a maximum of six (6). (1-3-92)

a. The applicant completes an Application for Personalized Sample License Plate Form. (4-2-08)

b. The acceptability screening process used is the same as that used for regular personalized plate application. (1-3-92)

c. The Department ~~shall~~ will adopt written policy for the issuance of duplicate and replacement sample plates with personalized character combinations. (1-3-92)

d. The department may include other special license plate programs for sample plate sale, when not prohibited by code, or that would not cause a compromise of a special eligibility plate program. (4-2-08)

03. Penalties. There is a penalty for fictitious display of sample plates (Section 49-456, Idaho Code). (1-3-92)

301. -- 399. (RESERVED)

**SUBCHAPTER A – RULES GOVERNING LICENSE PLATES
FOR GOVERNMENTAL AGENCIES AND TAXING DISTRICTS**

000. LEGAL AUTHORITY.

~~This rule, establishing the policies used to administer Idaho’s exempt and undercover license plate programs is adopted under authority of Sections 49-201 and 49-443B, Idaho Code.~~ (7-1-13)

001. TITLE AND SCOPE.

~~**01. Title.** This rule is titled IDAPA 39.02.61, “Rules Governing License Plates for Governmental Agencies and Taxing Districts.” (7-1-13)~~

~~**02. Scope.** This rule establishes the provisions for administering the exempt and under cover license plate programs, not otherwise detailed in Title 49, Chapter 4, Idaho Code, Motor Vehicle Registration. (7-1-13)~~

002. WRITTEN INTERPRETATIONS.

~~This agency does not rely on written interpretations for these rules. (7-1-13)~~

003. ADMINISTRATIVE APPEALS

~~All contested cases will be governed by the provisions of IDAPA 04.11.01. “Idaho Rules of Administrative Procedure of the Attorney General.” (7-1-13)~~

004. INCORPORATION BY REFERENCE.

~~There are no documents incorporated by reference in this chapter. (7-1-13)~~

~~005. OFFICE OFFICE HOURS MAILING AND STREET ADDRESS PHONE NUMBERS.~~

~~01. Street and Mailing Address.~~ The Idaho Transportation Department maintains a central office in Boise at 3311 W. State Street with a mailing address of P O Box 7129, Boise ID 83707 1129. (7-1-13)

~~02. Office Hours.~~ Daily office hours are 8 a.m. to 5 p.m. Mountain Time Zone except Saturday, Sunday and state holidays. (7-1-13)

~~03. Telephone and FAX Numbers.~~ The central office may be contacted during office hours by phone at 208 334 8649 or by fax at 208 334 8542. (7-1-13)

~~006. PUBLIC RECORDS ACT COMPLIANCE.~~

~~All records associated with this chapter are subject to and in compliance with the Idaho Public Records Act, as set forth in Title 74, Chapter 1, Idaho Code.~~ (7-1-13)

~~007. 009. (RESERVED)~~

~~010. DEFINITIONS.~~

~~01. Exempt License Plate.~~ Standard license plate issued to the entities described in Section 49-426(1), Idaho Code, which are exempt from payment of vehicle operating fees. (1-2-93)

~~02. Exempt Personalized License Plate.~~ An exempt plate which specifically identifies the agency by a unique identifier specified by the agency that does not conform to the standard exempt identifier listed in Section 100; a plate wherein the serial number portion represents inventory control numbers, badge numbers, radio call signs, or other unique lettering or numbering schemes developed by the requesting agency; plates that are lettered and/or numbered to indicate a person's position in the hierarchy of an agency. (1-2-93)

~~03. Undercover License Plate.~~ A standard license plate issued upon application to the Department from an exempt agency with law enforcement authority. Undercover license plates shall be randomly issued by the Department, and appear as a standard county plate. (7-1-13)

~~011. 099. (RESERVED)~~

400. STANDARD EXEMPT PLATE DESIGNATORS.

The standard exempt license plate designators used to identify the agency, entity, or office will be assigned pursuant to Section 49-443B (2), Idaho Code. (4-11-19)

401. ISSUING AGENCY.

All exempt and undercover license plates will be issued by the Idaho Transportation Department upon receipt of a request from an authorized agency. (7-1-13)

402. INFORMATION TO BE PROVIDED BY AN AUTHORIZED AGENCY.

A request for exempt or undercover plates ~~must~~ will contain: (7-1-13)

01. Actual Name and Address. The name and address of the requesting agency. (7-1-13)

02. Vehicle Description. The description of the vehicle(s) to be registered, including the year, the make, model, type, vehicle identification (VIN), color and title number, and truck weight if eight thousand one pounds (8,001 lbs.) or more. (1-2-93)

03. Fictitious Name and Address. The name and address of the registrant to appear on the undercover plate registration, and title records of the Department. (7-1-13)

04. Authorized Official. The request must be signed by an authorized official of the authorized agency. (1-2-93)

403. VEHICLE TITLING.

01. **For Exempt Registration and License Plates.** If the vehicle is not titled, the title transaction ~~shall~~ will be completed at the local county assessor's office before requesting exempt plates. The control number from the title application may be used in lieu of the title number on the exempt plate request letter. (7-1-13)

02. **Undercover Vehicle Titling.** The actual name and address of the requesting agency, along with the fictitious name and address of the registrant ~~shall~~ will be provided directly to the Department on a completed application approved by the authorized official. (7-1-13)

404. EXEMPT AND UNDERCOVER PLATE FEES.

01. **Department Reimbursement.** State and federal agencies and taxing districts ~~must~~ will reimburse the Department the cost of providing license plates. These costs ~~shall~~ will be determined by the cost of manufacture and the cost to the Department of processing the transaction. (7-1-13)

02. **Adjusted Fees.** Periodically, fees may be adjusted in accordance with changes in manufacturing costs, postage, employee costs and legislative mandate. (1-2-93)

405. EXEMPT PLATE DISPLAY.

Exempt license plates ~~shall~~ will be displayed in accordance with Section 49-428, Idaho Code. A pressure-sensitive sticker with the designator "EX" ~~shall~~ will be provided with each exempt plate and ~~it shall~~ be attached to the plate(s) in the space provided for this purpose. The department may have the EX designator ~~stamped~~ printed in the appropriate space on the plate as an alternative to the sticker. (1-2-93)

406. UNDERCOVER PLATE DISPLAY.

Undercover license plates ~~shall~~ will be displayed in accordance with Section 49-428, Idaho Code. A pressure-sensitive sticker displaying an expiration date matching the plate number ~~shall~~ will be attached to the plate(s) in the space provided for this purpose. There ~~shall~~ will be no discerning markings to indicate that the plate or registration record is in undercover use. (7-1-13)

407. ALTERNATIVE PLATES.

If an authorized agency requests a specialized license plate format normally reserved for the general public, all the statutory special program fees for the plate ~~shall~~ will be paid, with the exception of the registration (operating) fee, in addition to the department administrative and plate manufacturing fees. Special eligibility plates ~~shall~~ will not be issued to exempt vehicles. "Special eligibility" ~~plates are~~ requires the individual registrant to meet specific requirements for programs such as: Purple Heart, Disabled Veteran, ~~Handicapped-Disability~~, Military Reservist, Former Prisoner of War, Congressional Medal of Honor, National Guard and Air National Guard, Radio Amateur, Pearl Harbor Survivor, and Legislative plates. (1-2-93)

408. EXEMPT PLATE STATUS.

01. **Non-Expiring Plates.** Exempt plates are non-expiring and require no annual renewal. (1-2-93)

02. **Transfer of Plates.** Exempt plates may be transferred between vehicles. If an exempt plate is transferred to another vehicle, a transfer request must be made to the Department's Vehicle Services Section/Special Plates Unit. (1-2-93)

03. **Reissue of Plates.** Exempt plates will be reissued in accordance with Section 49-443(2), Idaho Code. (1-2-93)

409. UNDERCOVER PLATE STATUS.

01. **Expiration of Plates.** Undercover license plates ~~shall~~ will expire annually or biennially based upon the application of the authorized agency. Registration status ~~shall~~ will appear as valid, until expiration date. Renewals

must be made to the Department upon expiration of the undercover license plate. (7-1-13)

02. Transfer of Plates. Undercover license plates may be transferred between vehicles. If an undercover license plate is transferred to another vehicle, a transfer request must be made to the Department's Vehicle Services Section/Special Plates Unit. (7-1-13)

03. Reissue of Plates. ~~Physical~~ Undercover plates will be reissued in accordance with Section 49-443(2), Idaho Code. (7-1-13)

04. Emission Testing of Undercover Vehicles. Vehicles issued undercover license plates who list an address in a county or area of required emission testing will need to check with the emission authority to be exempted from the testing requirement, or test as a typical registered vehicle. (7-1-13)

410. -- 999. (RESERVED)

Res. No. WHEREAS, Idaho Transportation Department staff has presented two (2) new and one (1) revised administrative rulemaking for the 2020 legislative session; and

WHEREAS, the Department is supporting the Governor's Red Tape Reduction Act; and

WHEREAS, these three (3) consolidated rules are being advanced under the Governor's administrative rule reauthorization; and

WHEREAS, the following ITD rule chapters have recommended changes:

- 39.02.05: Rules Governing Issuance of Certificates of Title
- 39.02.60: Rules Governing License Plate Provisions
- 39.04.01: Rules Governing Aeronautics and Aviation; and

WHEREAS, these administrative rule changes were approved by the Division of Financial Management within the Idaho Governor's Office; and

NOW, THEREFORE BE IT RESOLVED, that the Idaho Transportation Board approves of the changes made to these three (3) administrative rules which will be published in the November Special Edition of the Idaho Administrative Bulletin.