

## USE OF DEPARTMENT FACILITIES AND EQUIPMENT

### **Purpose**

The Director shall establish requirements setting forth that Department facilities and equipment can be used only for transportation and public purposes, and cannot be used for private or personal purposes.

### **Legal Authority**

Idaho State Constitution Article VII, Section 10 – Making profit from public money prohibited

Idaho State Constitution Article VII, Section 17 – Gasoline taxes and motor vehicle registration fees to be expended on highways

Idaho Code 21-211 - All Aeronautic funds must be used for State aeronautic purposes, and may not be used for private or personal purposes

Idaho Code 40-311(4) - The Board shall sell, exchange, or convey real property under their jurisdiction

Idaho Code 40-505 - Subject to Board oversight, the Director has supervision and control of all activities, functions and employees of the Department, and shall exercise all necessary incidental powers.

Idaho Code 40-707 - State highway funds are appropriated only for specific Idaho Transportation Department (ITD) functions related to state highway purposes, and are not appropriated for private or personal activities

Idaho Code 67-5309(m)(7) – Property, equipment, and funds of the State can only be used for state business, and cannot be used for private or personal reasons

### **Use of Department Facilities and Equipment**

Each request for use of Department facilities shall be examined to determine whether the proposed use compromises the integrity of the highway users and aeronautics users trust funds. The Headquarters' auditorium, conference rooms and similar facilities and the conference rooms in the District offices and Division of Aeronautics may be used by State agencies and other organizations that have affiliate interests with the Idaho Transportation Department. Department work-related activities have first priority.

The same limitations apply to the use of Department-owned equipment.

The Director shall establish requirements for the use of these facilities and rental fees when appropriate.

Approved by the Board on:

Signed \_\_\_\_\_  
Bill Moad  
Board Chairman

Date 9/22/2021