

# AGENDA

Regular Meeting  
of the Idaho Transportation Board

January 16, 2014

Idaho Transportation Department  
Auditorium  
3311 West State Street  
Boise, Idaho

**Time\***

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

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

**BOARD MEETING DATES**

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

**CONSENT CALENDAR**

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

**INFORMATIONAL CALENDAR**

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

**10:50**      **LEGISLATIVE REPORT**

**AGENDA ITEMS**

**11:05**      Analysis of 24/7 sobriety system proposal

**11:15**      **DIRECTOR'S REPORT**

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

**AGENDA ITEMS, continued**

**1:00** Aeronautics Division and Advisory Board annual report

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

**AGENDA ITEMS, continued**

**2:20** Public Transportation Advisory Council Board Policy

**2:35** **POLICY INTRODUCTION:**

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

**2:55** **ADMINISTRATIVE POLICY REVIEW:**

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

**3:15** **OLD/NEW BUSINESS**

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

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

# A G E N D A

Regular Meeting  
of the Idaho Transportation Board

February 19, 2014

Idaho Transportation Department  
Auditorium  
3311 West State Street  
Boise, Idaho

**Time\***

- 8:00**      **ELECTION OF VICE CHAIRMAN**  
                  and review Subcommittee assignments
- BOARD MINUTES** –January 16, 2014
- 8:05**      **BOARD MEETING DATES**  
                  March 19-20, 2014 – Boise  
                  April 16, 2014 – District 2 (tentative location)  
                  May 21-22, 2014 – District 5 (tentative location)
- CONSENT CALENDAR**  
Trucking Advisory Council – membership extension/appointment  
Add transit, Texas A & M Transportation Institute project to FY14  
Program changes requested by Community Planning Association of  
Southwest Idaho to FY14 STIP  
Changing grouping classification of all COMPASS projects  
Transit program changes requested by Valley Regional Transit and  
COMPASS to FY14  
Add US-95, Curve Flattening Milepost 172-174, Adams County to FY16  
Add expediting project delivery SHRP2 to FY14
- INFORMATIONAL CALENDAR**  
Non-construction professional service contracts  
Contract award information  
Professional services agreements and term agreements work task report  
Report of speed minute entry changes for December and January
- 8:10**      **DIRECTOR’S REPORT**
- AGENDA ITEMS**  
**8:40**      Innovative Business Practices Team Presentation
- 8:55**      **LEGISLATIVE REPORT**
- AGENDA ITEMS, continued**  
**9:10**      Federal Lands Access Program update  
**9:20**      IPLAN – data discussion
- 9:35**      **BREAK**
- AGENDA ITEMS, continued**  
**9:55**      Impaired driving in Idaho
- 11:55**      **EXECUTIVE SESSION** (MV conference room; working lunch)

**AGENDA ITEMS, continued**

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

**3:10 POLICY REVIEW**

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

**3:20 POLICY INTRODUCTION**

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

**3:25 NEW POLICY INTRODUCTION**

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

**3:30 OLD/NEW BUSINESS**

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

**3:35 ADJOURN**

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

# AGENDA

## Special Meeting of the Idaho Transportation Board

March 7, 2014

12:30 PM

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

Call Meeting to Order

Executive Session

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

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

Old/New Business

# **Idaho Transportation Board**

## **129,000 Pound Truck Route Subcommittee**

**March 7, 2014**

Idaho Transportation Department  
3311 West State Street  
Boise, Idaho

Room 200

10 AM

**Review Procedures Manual**

**Review form**

**Review draft Board Policy**

**Additional considerations/items of business**

- Notify landowners?

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

**Adjourn**



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

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

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



**Idaho Transportation Board**  
**Subcommittee on**  
**State Highway System Adjustments**

**March 20, 2014**

**10:00 AM**

Idaho Transportation Department  
3311 West State Street  
Boise, Idaho

Room 200

**Proposed Policy Revisions**

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

**House Bill 619**

**Old/New Business**

**Adjourn**

# AGENDA

Regular Meeting of the  
Idaho Transportation Board

April 16, 2014

District 2 Office  
2600 Frontage Road  
Lewiston, Idaho

**Time\***

**8:00** BOARD MINUTES – March 19, 2014

**BOARD MEETING DATES**

May 21-22, 2014 – District 5

June 18-19, 2014 – District 3

July 10-11, 2014 – District 1

**CONSENT CALENDAR**

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

**INFORMATIONAL CALENDAR**

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

**8:05** DIRECTOR'S REPORT

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

**8:55** POLICY INTRODUCTION

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

**AGENDA ITEMS**

**9:15** Public Transportation Advisory Council annual update

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

**9:40** BREAK

**AGENDA ITEMS, continued**

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

**10:05** Allocations for FY15-19 Program Update

**10:10** Staff capacity analysis

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

**11:00 DISTRICT 2 REPORT**

**11:15 DELEGATION:** Valley County, Commissioner Gordon Cruickshank

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

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

**1:40 OLD/NEW BUSINESS**

**1:45 ADJOURN**

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

**JOINT MEETING**

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

**3:00** Introductions and Brief Overview of Roles

**3:20** Pullman/Moscow Regional Airport Operations

**4:00** Columbia/Snake River Ports of Commerce

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

# A G E N D A

## Regular Meeting and District 5 Tour of the Idaho Transportation Board

May 21-22, 2014

### May 21, 2014

#### Time\*

#### **DISTRICT 5 TOUR**

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

### May 22, 2014

Idaho State University  
Student Union Building  
Salmon River Room  
South 8<sup>th</sup> Avenue  
Pocatello, Idaho

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

#### **BOARD MEETING DATES**

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

#### **CONSENT CALENDAR**

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

#### **INFORMATIONAL CALENDAR**

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

- 8:05 DIRECTOR'S REPORT**
- 8:50 ADOPT-A-HIGHWAY PRESENTATION:** Fackrell Health Care
- AGENDA ITEMS**
- 8:55** Public Transportation Advisory Council annual update  
**9:10** Pullman-Moscow Airport realignment resolution  
**9:15** GARVEE Program – revised FY14 Working Plan Summary  
**9:25** Alternative contracting project nominations and deletions
- 9:40 BREAK**
- AGENDA ITEMS, continued**
- 10:00** FY14 Board State-funded unallocated account balance  
**10:05** Spending plan for HB547 – Cigarette tax revenue  
**10:10** Positive Community Norms Highway Safety project update  
**10:20** Highway Safety Performance Plan for federal fiscal year 2015  
**10:30** 2025 Idaho State Highway functional classification update  
**10:50** District 5 usage of IPLAN
- 11:10 DISTRICT 5 REPORT**
- 11:25 POLICY INTRODUCTION**
- Board Policy 4060 Functional Classification of State Highway Systems  
Administrative Policy 5060 Functional Classification of State Highway Systems  
Board Policy 4069 Corridor Planning for Idaho Transportation Systems  
Administrative Policy 5069 Corridor Planning for Idaho Transportation Systems  
delete B-09-03, Numbering of State Highways  
delete A-09-03, Numbering of State Highways  
delete A-01-04, Enterprise Information Strategy
- 11:35 POLICY REVISIONS**
- Board Policy 4001 Authority to Sign Contracts, Agreements, and Grants and Requirements to Report Certain Contracts  
Board Policy 4011 Idaho Transportation Investment Program  
Administrative Policy 5011 Idaho Transportation Investment Program
- 11:45 EXECUTIVE SESSION (working lunch)**
- PERSONNEL ISSUES [SECTION 67-2345(a),(b)]  
LEGAL ISSUES [SECTION 67-2345(c),(d),(f)]
- 1:45 DELEGATION:** Jim Garza, White Pine County, Nevada
- 3:00 OLD/NEW BUSINESS**
- Board Subcommittee on 129,000 Pound Routes meetings
- 3:10 ADJOURN (estimated time)**

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

# A G E N D A

Workshop and Regular Meeting  
of the Idaho Transportation Board

June 18-19, 2014

## **June 18, 2014**

Workshop  
District 3 Office  
8150 Chinden Boulevard  
Boise, Idaho

### **Time\***

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

## **June 19, 2014**

Business Meeting  
District 3 Office  
8150 Chinden Boulevard  
Boise, Idaho

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

### **BOARD MEETING DATES**

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

### **CONSENT CALENDAR**

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

### **INFORMATIONAL CALENDAR**

Monthly financial statements

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

**8:05 DIRECTOR'S REPORT**

**AGENDA ITEMS**

**8:50** Results of the Organizational Culture Survey

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

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

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

**9:55** **BREAK**

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

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

**AGENDA ITEMS, continued**

**10:45** Excellence in Transportation Awards

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

**AGENDA ITEMS, continued**

**1:30** Idaho Airport Aid Program State Fiscal Year 2015

**1:45** Highway Safety Plan Federal Fiscal Year 2015

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

**2:20** 2015 proposed legislative concepts

**2:40** **DISTRICT 3 REPORT**

**2:55** **POLICY INTRODUCTION**

Board Policy B-05-27, Volunteer Activities

Administrative Policy A-05-27, Volunteer Activities

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

Administrative Policy 5070, Crossings of State Highways, etc.

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

Administrative Policy 5071 Irregularities on Contract Bids

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

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

Administrative Policy 5069 Corridor Planning for Idaho Transportation Systems

**3:15** **OLD/NEW BUSINESS**

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

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



**Idaho Transportation Board**  
**Subcommittee on**  
**State Highway System Adjustments**

**June 18, 2014**

**8:00 AM**

Idaho Transportation Department  
3311 West State Street  
Boise, Idaho

Room 200

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

Idaho Transportation Board Subcommittee on  
State Highway System Adjustments

June 18, 2014

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

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

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

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

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

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

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

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

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

**ACTION:** Revise/finalize manual: Bowen

**DUE:** August 2014

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

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

**ACTION:** Revise/finalize policies: Bowen

**DUE:** August 2014

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

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

**ACTION:** Negotiate with Boise County: Jones

**DUE:** October 2014

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

The meeting adjourned at 8:55 AM.

\_\_\_\_\_  
signed

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

# Idaho Transportation Board

## 129,000 Pound Truck Route Subcommittee

June 18, 2014

Idaho Transportation Department  
District 3  
8150 Chinden Boulevard  
Boise, Idaho

Large Conference Room

3:30 PM

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

# AGENDA

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

July 10-11, 2014

### July 10, 2014

#### Time\*

#### **DISTRICT 1 AND 2 TOUR**

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

### July 11, 2014

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

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

#### **BOARD MEETING DATES**

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

#### **CONSENT CALENDAR**

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

#### **INFORMATIONAL CALENDAR**

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

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

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

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

# A G E N D A

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

August 20-21, 2014

### Time\*

### August 20, 2014

#### **DISTRICT 3 AND 4 TOUR**

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

### August 21, 2014

Community Center  
Stanley, Idaho

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

#### **BOARD MEETING DATES**

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

#### **CONSENT CALENDAR**

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

#### **INFORMATIONAL CALENDAR**

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

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

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

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

**9:40 BREAK**

**AGENDA ITEMS, continued**

**9:55** Rules Governing Safety Rest Areas - IDAPA 39.03.50

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

**10:05** FY14 redistribution plan

**10:20 DISTRICT 4 REPORT**

**AGENDA ITEMS, continued**

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

**10:50** State fiscal year 2016 budget

**11:15 EXECUTIVE SESSION (working lunch)**

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

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

**AGENDA ITEMS, continued**

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

**3:15** Public Transportation Advisory Council District 3 member appointment

**3:20** 2015 draft legislation

**3:30 POLICY INTRODUCTION**

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

Administrative Policy 5068 DMV/County Automated Systems

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

Administrative Policy 5072, Overlegal Permit Operations.

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

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

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

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

Administrative Policy 5075 Assistance to Idaho's Airports

**3:40 ADMINISTRATIVE POLICY INTRODUCTION**

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

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

**3:45 OLD/NEW BUSINESS**



**3:50**

**ADJOURN** (estimated time)

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

# Idaho Transportation Board

## 129,000 Pound Truck Route Subcommittee

August 25, 2014

Idaho Transportation Department  
3311 West State Street  
Boise, Idaho

Room 212

11:00 AM

1. **Case #201405: US-95** – Milepost 240.27 to 312.0  
Chief Engineer's (CE) Analysis and Recommendation – CE Dave Jones  
Public comments - Public Involvement Coordinator Adam Rush  
Discussion/decision – Chair Jim Kempton
  
2. **Case #201406: US-12** – Milepost 3 to 1.49  
Chief Engineer's Analysis and Recommendation – CE Dave Jones  
Public comments - Public Involvement Coordinator Adam Rush  
Discussion/decision – Chair Jim Kempton
  
3. **Case #201401: SH-55** – Milepost 10.61 to 16.76  
Chief Engineer's Analysis and Recommendation – CE Dave Jones  
Public comments - Public Involvement Coordinator Adam Rush  
Discussion/decision – Chair Jim Kempton
  
4. **Revisions to 129,000 Pound Manual** – Chair Jim Kempton
  
5. **Old/New Business**
  
6. **Adjourn**

# A G E N D A

## Regular Meeting and District 6 Tour of the Idaho Transportation Board

September 17-18, 2014

### September 17, 2014

District 6

**Time\***

#### **DISTRICT 6 TOUR**

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

### September 18, 2014

Harriman State Park  
Retreat Center

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

#### **BOARD MEETING DATES**

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

#### **Proposed 2015 dates**

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

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

Update ITD Strategic Plan

**INFORMATIONAL CALENDAR**

Monthly financial statements

Non-construction service contracts by Business and Support Management

Contract award information

Professional services agreements and term agreements work task report

Annual report on Railway-Highway Crossing Program

**8:10 DIRECTOR'S REPORT**

**AGENDA ITEMS**

**8:50** Proposed legislation – 2015 session

**9:10** Fiscal Year 2014 Annual Report

**9:25** GARVEE Program update

**9:40 TOWARD ZERO DEATHS AWARDS/CELEBRATION**

**10:00 BREAK**

**AGENDA ITEMS, continued**

**10:15** Recommended FY14-19 Idaho Transportation Investment Program

**10:30** Public Transportation Advisory Council update - District 6

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

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

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

**11:15 EXECUTIVE SESSION (working lunch)**

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

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

**1:30 DELEGATION** – Idaho State Police Colonel Powell

**2:00 DISTRICT 6 REPORT**

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

**2:30 POLICY REVISIONS**

Board Policy 4011 Idaho Transportation Improvement Program

Administrative Policy 5011 Idaho Transportation Improvement Program

**2:35 ADMINISTRATIVE POLICY INTRODUCTION**

A5530 Temporary Traffic Control and Temporary Traffic Control Certification

A5531 Use of Median Crossovers on Interstate and Divided Highways

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

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

A-12-17 Work Area Traffic Control Certification

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

A-06-04 Headquarters Office Space and Furnishings

**2:45 OLD/NEW BUSINESS**

- US-95, Worley North Stage 2

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

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

**Idaho Transportation Board**  
**Subcommittee on**  
**State Highway System Adjustments**

**October 14, 2014**

**3:00 PM**

Idaho Transportation Department  
3311 West State Street  
Boise, Idaho

West Annex Conference Room

**US-2, Sandpoint**

**Banks to Lowman Highway**

**Old/New Business**

**Adjourn**

# A G E N D A

Regular Meeting of the  
Idaho Transportation Board

October 15, 2014

Idaho Transportation Department  
Auditorium  
3311 West State Street  
Boise, Idaho

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

## **BOARD MEETING DATES**

November 12-13, 2014 – Boise

December 17-18, 2014 – Boise

January 21-22, 2015 – Boise

## **CONSENT CALENDAR**

Approval of contract awards

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

## **INFORMATIONAL CALENDAR**

State fiscal year 2015 financial statements and program obligations

Non-construction professional service contracts

Monthly reporting of federal formula program funding for FY15

Contract award information

Professional services agreements and term agreement work tasks report

Innovative project contracting update

Board Policy 4041 Sponsorship of Department Programs annual report

**8:35 DIRECTOR'S REPORT**

## **AGENDA ITEMS**

**9:15** FY15-17 Community Choices Program update

**9:25** Idaho Transportation Department FY14 Annual Report

**9:35 POLICY INTRODUCTION**

Administrative Policy 5012 Protecting and Maintaining State Highways

Administrative Policy 5016 Traffic Regulation

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

**9:45 BREAK**

**10:00 EMPLOYEE SERVICE AWARDS**

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

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

**AGENDA ITEMS, continued**

**1:15** Mobility Management agreement

**1:25** **OLD/NEW BUSINESS**

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

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

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



# AGENDA

Regular Meeting of the  
Idaho Transportation Board

**November 13, 2014**

Idaho Transportation Department  
Auditorium  
3311 West State Street  
Boise, Idaho

**8:00 BOARD MINUTES** – October 15, 2014

## **BOARD MEETING DATES**

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

## **CONSENT CALENDAR**

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

## **INFORMATIONAL CALENDAR**

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

**8:05 DIRECTOR'S REPORT**

## **AGENDA ITEMS**

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

**9:40 BREAK**

## **AGENDA ITEMS, continued**

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

**10:40 POLICY INTRODUCTION**

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

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

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

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

**1:45 OLD/NEW BUSINESS**

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

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

**Idaho Transportation Board**  
**Subcommittee on**  
**State Highway System Adjustments**

**December 17, 2014**

**3:30 PM**

Idaho Transportation Department  
3311 West State Street  
Boise, Idaho

Room 200

**US-2/Sandpoint City Streets**

**Old/New Business**

**Adjourn**

# AGENDA

Regular Meeting of the  
Idaho Transportation Board

December 18, 2014

Idaho Transportation Department  
Auditorium  
3311 West State Street  
Boise, Idaho

**8:00 BOARD MINUTES** – November 13, 2014

## **BOARD MEETING DATES**

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

## **CONSENT CALENDAR**

Approval of contracts for award

## **INFORMATIONAL CALENDAR**

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

**8:05 DIRECTOR’S END-OF-YEAR REPORT**

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

## **AGENDA ITEMS**

**9:20** Local Highway Rural Investment Program annual report

**9:40** Annual Freight Advisory Committee report

**9:55 BREAK**

## **AGENDA ITEMS, continued**

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

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

**10:55 POLICY INTRODUCTION**  
Board Policy 4078 Board Resolutions

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

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

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