SPECIAL MEETING OF THE IDAHO TRANSPORTATION BOARD

December 23, 2011

Idaho Transportation Board Chairman Darrell V Manning called a special meeting of the Idaho Transportation Board at 8:30 AM on Friday, December 23, 2011. The following were present at the Idaho Transportation Department in Boise, Idaho:

Darrell V Manning, Chairman
Jerry Whitehead, Member – District 3
Lee Gagner, Member – District 6
Brian W. Ness, Director
Larry Allen, Deputy Attorney General
Sue S. Higgins, Executive Assistant and Secretary to the Board

The following participated via teleconference:

Gary Blick, Vice Chairman – District 4
Jim Coleman, Member – District 1
Janice B. Vassar, Member – District 2
Dwight Horsch, Member – District 5

Executive Session on Personnel and Legal Issues. Member Coleman made a motion to meet in executive session at 8:30 AM to discuss personnel and legal issues as authorized in Idaho Code Section 67-2345(a) and (f). Member Vassar seconded the motion and it passed 6-0 by individual roll call vote.

A discussion was held on matters related to employment, present litigation, and potential litigation related to the operation of the state highway system.

The Board came out of executive session at 9:05 AM. No final actions or decisions were made.

WHEREUPON the special session of the Transportation Board adjourned at 9:05 AM.

signed
DARRELL V MANNING, Chairman
Idaho Transportation Board

Read and Approved
January 18, 2012
Boise, Idaho

REGULAR MEETING OF THE IDAHO TRANSPORTATION BOARD

December 14, 2011

The Idaho Transportation Board met at 8:30 AM on Wednesday, December 14, 2011 at the Idaho Transportation Department, Boise, Idaho. The following principals were present:

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

Delegation – John Watts: Idaho Rural Economic Development and Integrated Freight Transportation Program (REDIFiT). Mr. Watts summarized REDIFiT: a revolving loan fund that provides low interest loans for qualified rural projects for the development and preservation of intermodal rail and truck services and facilities. Additionally, interest from the program is available as matching grants, not to exceed $100,000, for planning and development of intermodal commerce authorities. The Department of Agriculture administers the program. Mr. Watts presented draft legislation that would authorize the use of interest money, up to $75,000, to ITD for updating Idaho's rail plan. He noted that Idaho Code requires periodic updates of the rail plan; however, the legislation did not provide a funding mechanism.

Mr. Watts also mentioned his participation at the Freight Summit, sponsored by ITD, the Department of Agriculture, and Boise State University yesterday. He commended ITD staff for its professionalism and for coordinating the excellent conference.

In response to Member Gagner's question on the schedule to update the rail plan, Mr. Watts believes updating it about every five years would be sufficient. Member Horsch asked if the plan would be updated by ITD staff or a consultant, noting that the project could be a big undertaking. CD Stokes replied that the preference would be to conduct the work internally; however, if staff is not available to perform the update, a consultant would be used.

Although the Board expressed general support for the proposed legislation, Chairman Manning asked DAG Allen to review the draft and revisit the topic next month.

Board Minutes. Member Vassar made a motion to approve the minutes of the regular Board meeting held on November 15-16, 2011 as submitted. Member Horsch seconded the motion and it passed unopposed.

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

January 18-19, 2012 – Boise
February 8-9, 2012 – Boise
March 14-15, 2012 – Boise

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

RES. NO. ITB11-57 — *NOW THEREFORE BE IT RESOLVED,* that the Idaho Transportation Board approves revisions to IDAPA 39.03.41, Rules Governing Traffic Control Devices and has received and reviewed the professional services agreements and term agreement work task report, the annual report on outdoor advertising signs, and the contract award information.

1) Revisions to IDAPA 39.03.41, Rules Governing Traffic Control Devices. Earlier this year, revisions to 39.03.41, Rules Governing Traffic Control Devices adopting the most recent edition of the Manual on Uniform Traffic Control Devices for Streets and Highways were approved. It has been discovered that a reference to Idaho Code did not include the formal code citation, and needed to be updated to reflect the specific language in that code. Staff requested edits to Docket 39-0341-1101 to incorporate the actual Idaho Code language.

2) Professional Services Agreements and Term Agreement Work Task Report. From November 1 through November 28, $3,902,000 in new professional services agreements and work tasks were issued. Three supplemental agreements to existing agreements were processed in the amount of $110,069 during this period.

3) Annual Report on Outdoor Advertising Sign Status. At the close of federal FY11, 6 illegal and 187 non-conforming signs remained throughout the state. Illegal signs do not comply with state and federal law and are to be removed. Non-conforming signs are those that at one time complied with law but due to a change in conditions or rules, have lost their conforming status. Non-conforming signs are allowed to remain in place but cannot be improved.

4) Contract Awards. Key #11021 – FY12 District 1 Districtwide Brooming. Low bidder: Aero Power-Vac, Inc. - $192,767.

Key #8810 – SH-162, Four Corners to Milepost 13.1, District 2. Low bidder: Knife River Corporation - Northwest - $4,300,000.

Keys #12025 and #12082 – FY12 District 3 Pavement Striping and FY12 District 4 Pavement Striping. Low bidder: Pavement Markings Northwest, Inc. - $412,717.

Key #11128 – SH-39, FY12 District 5 Districtwide Bridge Repair. Low bidder: Idaho Construction Company, Inc. - $563,440.

Board Items. Chairman Manning reported on the legislative outreach meetings held throughout the state. He was pleased with the attendance and believes the meetings were successful. Some of the main topics of discussion were transportation funding and employee compensation. There were also a number of positive comments regarding ITD staff's responsiveness and assistance. Chairman Manning acknowledged the District Engineers for their leadership and the good working relationships they have established.

The Board reviewed three policies: B-05-27, Volunteer Activities, B-06-07, Idaho Highway Map, and B-20-01, Release of Department Information to the Media. No changes were proposed. (See later minute entry.)

Director's Report. Director Ness reported on a recent trip to California to meet with directors and deputies from the west coast to discuss transportation issues of mutual concern and funding challenges. Some of his other recent activities included completing the annual employee meetings, Direct to the Director employee group meetings, and legislative outreach meetings. He thanked the Board members for their participation at those meetings.

Director Ness commented on the success of yesterday's Freight Summit. He believes the event provided a good opportunity for stakeholders to help identify key freight issues, concerns, and opportunities, which will be a valuable component for the freight study.

Earlier this week Director Ness met with some of Idaho's Congressional Delegation's staff members to discuss reauthorization of the federal transportation bill. He emphasized the importance of maintaining or even increasing Idaho's federal funds and the need for more flexibility with the funds received.

A cultural survey was conducted with a random sample of employees and the senior leadership team to assess the organization's culture. The answers will be plotted to assess the traits our culture has in areas such as styles of leadership, types of decision-making, and how employees approach their jobs. The intent is to compare the current culture to the preferred organization culture and how the preferred culture can be achieved.

Director Ness was pleased to announce that ITD's new Road Safety Audit manual was featured in a recent Federal Highway Administration (FHWA) newsletter. FHWA also recognized the project to replace the SH-75 bridge over the East Fork of the Salmon River. The project, scheduled for construction in 2013, will use precast concrete bridge elements to reduce the construction time from two seasons to one. Additionally, Solar Roadways will be featured in a documentary. ITD assisted the company in obtaining a federal research grant to explore the potential of solar roadways.

Director Ness expressed condolences to the Rick Davis family, as well as the District 6 Office. Mr. Davis, a 23-year maintenance employee, was killed in a farm accident last month.

CD Stokes elaborated on the Freight Summit and praised Transportation Performance Administrator Randy Kyrias and staff for organizing the successful meeting. He also reported on an event last week recognizing the organ donor program and commending the Division of Motor Vehicles' (DMV) for its efforts to sign up donors through the driver's license program.

Delegation – Jane Elizabeth Classen. Ms. Classen said she is a nursing student at Boise State University and an emergency medical technician. She is concerned with the lack of a mandatory motorcycle helmet law for riders over the age of 18. Although she acknowledged individuals' rights to not wear helmets, this results in a cost to society. Statistics indicate that close to half of motorcyclists do not have insurance, resulting in taxpayers paying the expenses of uninsured motorcyclists involved in crashes. Ms. Classen is concerned with this issue, not only from a professional standpoint, as she has personally seen the results of individuals not wearing helmets, but also as a tax paying citizen. She believes this is an important issue and encouraged the Board to help protect Idahoans.

Chairman Manning thanked Ms. Classen for her remarks, which validate the need for helmets. He encouraged her to contact legislators and emphasized that the safety of the traveling public is the Board's highest priority. Member Coleman added his personal support for a mandatory motorcycle helmet law.

Access Management Overview and Update. Highways Operations Engineer (HOE) Greg Laragan explained access management as controlling the location, spacing, design, and operation of various accesses to highways, such as driveways, median openings, and intersections. Good access management, which provides vehicles access to various locations while preserving or improving the safety and operational characteristics of the highway system, is important for safety and the efficient movement of traffic. He summarized the legal basis for access management. Although the current policies and rules have generally been adequate, there is a need to improve the system. In areas of rapid development and growth, the current practice has not been as successful because access control is based on the highway as it currently exists, not how the road is planned to operate in the future. HOE Laragan said the Access Management Committee is exploring changes to the process. Improvements are needed because the rules do not allow much flexibility, the process can take too long, there is little consideration for economic impacts, and there are no requirements for coordination with local entities.

Member Coleman elaborated on the efforts of the Access Management Committee. He thanked HOE Laragan and District 6 Engineer Blake Rindlisbacher for their assistance. Safety has been paramount to the Committee as it has been identifying ways to streamline the permitting process; coordinate access management with other safety, mobility and economic opportunity efforts; improve access management in transitional areas; and develop legislation, rules, and policies to provide more flexibility. New access spacing guidelines have been developed with consideration given to a routes' importance. He added that there has been some discussion on revising the appeal process to have the Board hear and rule on appeals instead of a hearing officer.

Chairman Manning thanked HOE Laragan and Member Coleman for the presentation and update on the Committee's activities.

Delegation – Central Valley Expressway Coalition (CVEC). CVEC member Bill Brownlee said a grassroots effort created the CVEC in 2010 to promote the extension of SH-16 to I-84. It is a broad public-private partnership to emphasize the economic importance of the corridor, along with addressing the Treasure Valley's growing transportation needs. The coalition is pleased that GARVEE funding will extend the highway to US-20/26, leaving

approximately $560 million unfunded to construct the proposed four-lane access-controlled highway approximately four more miles to the Interstate.

Economist Dr. John Church believes the expressway would be an economic engine, providing an employment corridor ideally suited for development of high-technology jobs. In addition to the construction-related employment that extending SH-16 would create, the corridor is projected to generate, 9,672 direct permanent jobs in the first 10 years. The state would receive sales tax, income tax, and other various sources of revenue estimated at close to $2 billion over a 30-year period. Dr. Church added that the population in the Treasure Valley is projected to continue growing, with an estimated population of over 1 million by 2035.

Mr. Brownlee said the coalition explored various funding mechanisms and believes the federal Transportation Infrastructure Finance and Innovation Act (TIFIA) may be the most feasible; however, it would require modifications. To repay the federal loan, CVEC is exploring revisions to the Sales Tax Anticipation Revenue (STARS) legislation to allow for the creation of a regional STARS district. The interest rate on the TIFIA loan is expected to be between one and two percent, making it less costly than funding the project through the GARVEE Program. Mr. Brownlee expressed appreciation for the efforts to date to extend SH-16 and asked the Board to endorse CVEC's efforts.

Member Gagner noted the lack of funding to address transportation needs and commended the public-private partnership for its efforts to identify alternative funding sources. Chairman Manning added his appreciation for the coalition's efforts, as an initiative like this expressway needs broad support to be successful. He thanked the delegation for its presentation.

Delegation – Representative Jim Guthrie. Representative Guthrie presented proposed legislation related to driver's licenses and identification cards. The changes provide for a renewal of a driver's license up to 25 months before the license expires and for a 12 month extension, limited to two consecutive extensions. The intent is to provide assistance to citizens that are out of state for an extended period of time.

Chairman Manning thanked Representative Guthrie for his comments. He asked DAG Allen to review the legislative proposal.

State Highway Adjustment and Maintenance Agreement. Chief Engineer Tom Cole reported on efforts to transfer the Elba to Almo Highway, also known as the City of Rocks Backcountry Byway, to the state highway system. Staff has negotiated an acceptable cooperative agreement for the maintenance of the route with Cassia County.

District 4 Engineer (DE) Devin Rigby reported on an I-84 bridge that was struck by a vehicle near Burley yesterday. The first stringer was hit, resulting in significant damage. One lane of westbound I-84 and the overpass are closed while staff continues its investigation and determines the repairs needed.

Chairman Manning thanked DE Rigby for the report.

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

RES. NO. ITB11-58

WHEREAS, during its May 19, 2011 Board Subcommittee on Adjustments to the State Highway System meeting, subcommittee members met with representatives from Cassia County to discuss transferring ownership of the Elba to Almo Highway (SH-77 Spur), also known as the City of Rocks Road, from Cassia County to the Idaho Transportation Department; and

WHEREAS, according to discussions, approximately 16.7 miles of SH-77 Spur, beginning at milepost 0.0 and running north to its junction with SH-77 at milepost 16.694, will be transferred to the Department upon agreeable terms as negotiated; and

WHEREAS, Cassia County and District 4 have negotiated a Cooperative Agreement for the transfer of SH-77 Spur to state jurisdiction pursuant to Idaho Code, Section 40-203B; and

WHEREAS, Cassia County and District 4 have negotiated a Cooperative Agreement for the maintenance of SH-77 Spur as provided in Idaho Code, Section 40-310(5).

NOW THEREFORE BE IT RESOLVED, as directed in the agreements, jurisdiction of the Elba to Almo Highway (SH-77 Spur), also known as the City of Rocks Road, can be transferred to the Department and hereby is added to the State Highway System effective immediately, in accordance with the Official Minute, as shown as Exhibit 411, which is made a part hereof with like effect.

Local Highway Technical Assistance Council (LHTAC) Presentation. Jeff Miles, Deputy Administrator, reported that LHTAC will complete all of its federal stimulus-funded projects by the due dates. The original 28 Title XII projects were constructed, plus three additional projects were funded through cost savings. Construction has also been completed on the 35 projects funded through Title XIV. These projects needed to be constructed by the end of 2011. The projects were completed on time and on budget. Mr. Miles extended appreciation to ITD staff for the assistance with the American Recovery and Reinvestment Act (ARRA) projects.

Asset Manager Jim Zier reported on the 2011 Local Rural Highway Investment Program. There were 107 applications for funding, while only 32 projects were funded: 12 construction projects, 10 transportation plans, and 10 sign projects. Four emergency projects were also funded through reserved emergency funds. He summarized a number of projects that were completed and projects planned next year. The applications are prioritized based on local public agencies' efforts on planning, multi-jurisdictional cooperation, pavement and sign management, and development of a five year Capital Investment Program. Mr. Zier said requesting projects on a two-year cycle versus annually is being considered, partly to reduce administrative costs. In conclusion, he expressed appreciation for the Board's support of the program.

Chairman Manning thanked Messrs. Miles and Zier for their reports and for their efforts.

Monthly Financial Statements. Controller Gordon Wilmoth said the FHWA Indirect Cost Allocation revenue through October was $17,253,000, which exceeded the projected amount by $5,853,000. No revenue was received for the Equipment Buy Back program, although the forecast was $889,000. Miscellaneous state funded revenue of $11,598,000 was $964,000 above the forecast. Highway Distribution Account revenue, excluding ethanol exemption elimination, was $58,908,000. The projected revenue was $60,364,000. Revenue from the ethanol exemption elimination was $5,430,000, which was 7.3% below the projected amount. Revenue to the State Aeronautics Fund from aviation fuels was $545,100, or $60,300 below the forecast.

Total expenditures in the ARRA Title XII Fund for highway projects were $166,539,000, while $178,800,000 had been appropriated. Expenditures for public transportation were $6,885,700 of the $9,200,000 available. Of the $17,400,000 LHTAC-administered ARRA Title XIV funds, $16,700,000 had been expended. Controller Wilmoth added that he expects drawing down the last of the Title XIV funds before the end of the year.

Manager, Transportation Investments Dave Amick reported that net cumulative obligations were $51.6 million as of November 30, of which $56.5 million had a budget scheduled on October 1. The current total cost associated with the scheduled obligations is $73.9 million. Net cumulative obligations are slightly higher than the historical trend of $48.6 million for November.

Idaho Discretionary Federal Transit Administration (FTA) Grants - 2011. Mobility Program Manager (MPM) John Krause reported that ITD's partnerships resulted in securing FTA discretionary funds.

Heather Wheeler, Executive Director, Community Transportation Association of Idaho, elaborated on the collaborative effort with numerous entities throughout the state to submit applications for various transit projects. The partnerships' efforts resulted in Idaho receiving over $2 million, including funding for some projects that focused on improving mobility for veterans.

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

RES. NO. WHEREAS, it is the intent of the Idaho Transportation Board to effectively

ITB11-59 utilize all available funding to accomplish its overarching goals of improving and increasing mobility, safety, and economic opportunities; and

WHEREAS, the Board promotes collaborations between the Idaho Transportation Department and its partners across the state; and

WHEREAS, the Board recognizes the contributions made to our society by the country's military including Idaho's Veterans; and

WHEREAS, there is a social duty to provide knowledge of and access to safe mobility options for returning Veterans and for all Idaho Citizens.

NOW THEREFORE BE IT RESOLVED, that the Board recognizes the collaboration between the following Idaho government and transportation providers in successfully participating in the Federal Transit Administration State of Good Repair/Bus Livability funding program and in the Veterans Transportation and Community Living Initiative and encourages continued partnerships of a similar nature:
Bannock County Veterans Services Office, Board of Commissioners of Ada County, Board of Commissioners of Canyon County, Board of Commissioners of Kootenai County, Boise Capital City Development Center, City of Boise, City of Caldwell, City of Ketchum, City of McCall, City of Meridian, City of Moscow, City of Nampa, Community Planning Organization of Southwest Idaho, Community Transportation Association of Idaho, Idaho Department of Health and Welfare, Idaho Division of Veterans Services, Kootenai Medical Center, Moscow Transit, Mountain Rides Transportation Authority, Nez Perce County Veterans Services Office, Operation Military Family, Pocatello Regional Transit, Targhee Regional Public Transportation Authority, Trans IV Buses, Treasure Valley Transit, U.S. Department of Veterans Affairs, U.S. Senator Mike Crapo, Valley Regional Transit, Valley Transit, and Veterans of Foreign Wars.

Addition of Ten FTA Discretionary Awards to FY12 Transit Program. MPM Krause requested the addition of ten projects to FY12 of the Transit Program. Funding for a number of the projects was secured through the collaboration with the various partners noted above.

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

RES. NO. ITB11-60 WHEREAS, it is in the public's interest for the Idaho Transportation Department to publish and accomplish a current, realistic, and fiscally constrained five year Idaho Transportation Investment Program (ITIP); and

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

WHEREAS, the Federal Transit Administration awarded $3.6 million of discretionary funds to Idaho constituents at the end of October 2011; and

WHEREAS, these projects must be included in ITIP for federal obligation.

NOW THEREFORE BE IT RESOLVED, that the Board approves the addition of:
One-Click Transportation for Veterans (ITD) - $50,000,
One-Call Transportation for Veterans (ITD) - $355,000,
Interactive Voice Response Demand Response Vehicles (ITD) - $450,000,
District 1 Demand Response Scheduling (ITD) - $275,000,
Alternatives Analysis for Downtown Boise Circulator System (Boise) – $375,000,
Downtown Ketchum Intermodal Center (Ketchum) - $250,000,

East Fork Bus Shelter, Blaine County (Mountain Rides Transportation Authority) – $35,000,
Replacement Transit Vehicles, Blaine County (Mountain Rides Transportation Authority) - $380,000,
McCall Transit Center (McCall) - $1,316,000, and
Fleet and Facility Management (ITD) - $125,000
to FY12 of the Public Transit Program.

Garnet Project – Quarterly Report. Motor Vehicles Administrator (MVA) Alan Frew distributed a newsletter that has been created to keep stakeholders informed of the progress on the DMV modernization project. He summarized work completed during the past quarter and other activities underway. Some of those efforts include a kick-off video for the project was created and presented to some of ITD's partners; a number of joint application development sessions were held on dealers and finance and titles and vehicle registrations; data staging efforts continued; and an extensive interface list of applications that need to work with Garnet were developed. He also reported that a scheduling issue was identified recently; however, the consultant is working diligently to remedy that and anticipates getting the project back on track.

Member Gagner asked if that issue will delay the overall schedule for the project and if it impacts the payment schedule. MVA Frew replied that although not all of the impacts have been identified at this time, it does not appear that the projected completion date in 2014 will be affected. He reported that vendor payments are made based on deliverables. He also noted that to date, the project is on budget.

Withdrawal of 2012 Legislative Proposal. Government Affairs Manager (GAM) Mollie McCarty said that when staff proposed legislation prohibiting commercial driver's license (CDL) holders from texting while driving, it was aware of the development of another federal rule that would further prohibit the use of all handheld cell phones by interstate commercial truck and bus drivers while operating their vehicles. At that time, however, there was no indication when the new rule would be finalized. The rule has since been published as final last month and becomes effective 30 days after the publication. States have three years to implement this rule.

GAM McCarty recommended withdrawing the legislative proposal to prohibit texting while driving for the 2012 session and combining it with the new prohibition on cellphone use while operating a commercial vehicle or bus in 2013.

GAM McCarty also reported on other legislative activities. The Department is delaying implementing the recent medical requirements for CDL holders, requiring drivers to carry medical cards. Because the DMV modernization project underway impacts this requirement, delaying implementation will eliminate duplication efforts.

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

RES. NO. ITB11-61

WHEREAS, the Idaho Governor's Office has requested that state agencies submit proposed legislation to the Division of Financial Management for review and approval; and

WHEREAS, the Idaho Transportation Department has submitted proposed legislation based on Federal Motor Carrier Safety Administration docket FMCSA 2009-0370, which prohibits texting by commercial motor vehicle drivers; and

WHEREAS, the Federal Motor Carrier Safety Administration has just issued a final rule which will also prohibit interstate commercial truck and bus drivers from using handheld cell phones while operating their vehicles; and

WHEREAS, Department staff has determined that the public would be best served by combining the implementation of the two federal rules.

NOW THEREFORE BE IT RESOLVED, that the Idaho Transportation Board approves withdrawal of

the current legislative proposal from consideration during the 2012 legislative session; and

BE IT FURTHER RESOLVED, that Department staff is directed to produce for the 2013 legislative session proposed legislation which combines the implementation of both federal rules.

Executive Session on Legal Issues. Member Gagner made a motion to meet in executive session at 12:15 PM to discuss legal issues as authorized in Idaho Code Section 67-2345(f). Member Whitehead seconded the motion and it passed 6-0 by individual roll call vote.

A discussion was held on legal matters related to a potential right-of-way settlement offer, litigation against ITD on employment-related matters, and potential litigation related to the issuance of Division of Motor Vehicle permits, the operation of the state highway system, and right-of-way acquisition.

The Board came out of executive session at 1:50 PM. No final actions or decisions were made.

Old/New Business. Member Gagner made a motion, seconded by Member Coleman, and passed unanimously, to approve the following resolution:

RES. NO. ITB11-62

WHEREAS, highway and surface transportation investment needs are substantial and exceed current funding levels from all sources for highways and surface transportation, both in Idaho and nationally; and

WHEREAS, highway and surface transportation investment needs include investments to maintain and preserve current infrastructure as well as investments for expansion and improvement; and

WHEREAS, investments in highways and surface transportation can promote economic growth and provide substantial benefits to businesses and individuals, including safer and less congested roads, more efficient movement of freight, including in export markets, and improved mobility for individuals; and

WHEREAS, the beneficial effects of investments in highways and surface transportation can be maximized if investments are directed by a state department of transportation pursuant to its planning process and under a federal program that provides the state the flexibility to follow its priorities for investment; and

WHEREAS, it appears that the federal government is not giving consideration to increasing traditional sources of revenue for surface transportation, although such sources are believed insufficient to maintain current federal funding levels.

NOW THEREFORE BE IT RESOLVED by the Idaho Transportation Board that to help meet highway and surface transportation investment needs in Idaho and elsewhere in the United States, the federal government must:

Continue at least current funding levels for highway and surface transportation programs and increase those levels if possible;

In order to achieve the needed funding levels, explore creative and new federal funding approaches; and

Establish a more flexible, less regulated program structure, so that a state can better direct its share of federal surface transportation dollars to its highest priorities.

Member Whitehead made a motion to revise Board Policy B-05-27, Volunteer Activities, with the main change to include project construction as an acceptable activity for volunteers to perform at state-owned airports. Member Coleman seconded the motion and it passed unopposed.

WHEREUPON, the Idaho Transportation Board's regular monthly meeting officially adjourned at 2:00 PM.

signed

DARRELL V MANNING, Chairman
Idaho Transportation Board

Read and Approved
January 18, 2012
Boise, Idaho

WORK SESSION AND REGULAR MEETING
OF THE IDAHO TRANSPORTATION BOARD

November 15-16, 2011

The Idaho Transportation Board met at 12:00 noon, on Tuesday, November 15, 2011 at the Idaho Transportation Department, Division of Aeronautics, Boise, Idaho. The following principals were present:

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

Strategic Plan. Director Ness said staff has been developing a new strategic plan. He acknowledged Member Whitehead's involvement. The new mission is: Your Safety – Your Mobility – Your Economic Opportunity. The three primary goals are: commit to having the safest transportation system possible; provide a mobility-focused transportation system that drives economic opportunity; and become the best organization by continually developing employees and implementing innovative business practices. The Executive Team led discussions on the goals and related performance measures. The Board made revisions to the document. Because needs and priorities change, there was general consensus to review the plan annually.

Design Build Administrative Process. Roadway Design Engineer (RDE) Monica Crider summarized the traditional method of awarding highway construction projects. The design-bid-build method completes the design process, then the project is bid, and after awarding the contract, construction begins.

Design/Materials/Construction Engineer (DMCE) Frances Hood said the design-build method allows construction of the project to start before the final design is completed. This can save time and allows for innovations. She summarized the procedures for this process: a request for qualification is issued to interested firms; a team evaluates the applications and publishes the scores; a short list is published; a request for proposal is issued; the team evaluates the proposals; and the successful firm is determined based on the technical score and price. DMCE Hood emphasized that the firm that submits the lowest price may not be the successful firm.

Highway Investment Program Obligation Graph. Chief Administrative Officer Mike Golden presented a revised, simplified highway investment program obligation graph. Manager, Transportation Investments Dave Amick elaborated on the changes, including a mechanism to

track savings, which will make it a beneficial financial tool. Without objection, the Board concurred to using the revised graph.

Improvements to SH-55, Eagle Road, District 3. District 3 Engineer Dave Jones summarized the planned improvements to SH-55, Eagle Road, from SH-44 to I-84. The proposal includes installing a raised median to address access issues on the high-volume, high-accident road. The design allows some openings in the median where U-turns will be permissible. Some new traffic signals are also planned along the corridor.

Contracting and Consultants. Highway Program Oversight Engineer Loren Thomas reported on the department's historical use of consultants. Consultants are used when existing staff is unable to complete the workload in a timely manner and when special expertise that is not available in-house is required. The department looks internally to

complete work before seeking outside assistance. The new project scheduling system will help identify workloads and determine if outside assistance is needed.

RDE Crider summarized the qualification-based selection requirements for professional services. Options include term agreements, individual project solicitation, and non-competitive selection. The criteria for selecting a firm are experience and qualification. After a firm is selected, negotiations are held to determine the scope of work, cost, and milestones, followed by a pre-award review. She summarized the use of supplemental agreements and added that consultants' performance is evaluated.

Kathy Chase, Business and Support Manager (BSM), outlined the price-based professional agreements regulations and processes and the Department of Administration's authority. ITD has delegated authority to secure agreements valued up to $100,000. The department works closely with the Department of Administration on purchases exceeding $100,000 utilizing either an invitation to bid or request for proposal process. ITD can obtain informal quotes to purchase commodities valued less than $10,000. Formal quotes are required for goods valued between $10,000 and $100,000. The Department of Administration is responsible to purchase products worth more than $100,000; however, ITD has authority to secure some commodities above the $100,000 limit, such as janitorial services, snow and ice chemicals, and wireless vehicle detection equipment.

WHEREUPON the work session recessed at 4:05 PM.

November 16, 2011

The Board reconvened at 8:30 AM on Wednesday, November 16, 2011, at the Idaho Transportation Department, Boise, Idaho. All members were present.

Board Minutes. Member Coleman made a motion to approve the minutes of the regular Board meeting held on October 26-27, 2011 as submitted. Member Vassar seconded the motion and it passed unopposed.

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

December 14-15, 2011 – Boise
January 18-19, 2012 – Boise
February 8-9, 2012 – Boise

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

RES. NO. ITB11-50 *NOW THEREFORE BE IT RESOLVED,* that the Idaho Transportation Board approves the certification of receipts and disbursements and has received and reviewed the contract award information and the professional services agreements and term agreement work task report.

1) Certification of Receipts and Disbursements. The FY11 certification of receipts and disbursements cash basis, as shown as Exhibit #410, which is made a part hereof with like effect, was submitted for Board approval in conformance with the requirements of Section 40-708, Idaho Code. The department's cash balance as of June 30, 2011 was $48,419,100.

2) Contract Awards. Key #12914 – US-95, Wyoming Avenue Signal, Hayden, District 1. Low bidder: Interstate Concrete & Asphalt Company - $745,507.

Key #12912 – FY12 District 1 Districtwide Sealcoats. Low bidder: Poe Asphalt Paving, Inc. - $1,457,004.

Key #9785 – Lancaster Road; Government Way to Ferndale Avenue, District 1. Low bidder: M D M Construction, Inc. - $2,732,748.

Key #12003 – US-95, South of Cottonwood to South of Ferdinand, District 2. Low bidder: Poe Asphalt Paving, Inc. -

$1,881,049.

Keys #11099, #11644, and #11648 – I-15, SH-36, and SH-38, Virginia Interchange to McCammon Interchange, Bannock County; Junction I-15 to Weston; and Pleasantview to North Holbrook Road, Oneida County, District 5. Low bidder: Staker & Parson Companies dba Jack B. Parson Companies - $1,725,847.

3) Professional Services Agreements and Term Agreement Work Task Report. From October 3 through October 28, $1,744,130 in new professional services agreements and work tasks were issued. Three supplemental agreements to existing agreements were processed in the amount of $1,322,500 during this period.

Board Items. Member Coleman reported that the access management committee is making progress and appears close to reaching an acceptable solution. He anticipates a more-detailed presentation on the committee's work at next month's meeting.

Chairman Manning met with area legislators recently. He also attended a meeting to discuss the extension of SH-16 and a Community Planning Association of Southwest Idaho presentation on leadership.

2011 ITD Annual Accountability Report. Director Ness presented the 2011 Accountability Report. The document focuses on the progress made in realigning the department; strengthening organization performance measures; improving accountability in individual performance; investing for performance; and becoming more credible, accountable, efficient, and effective. The document also identifies additional accomplishments and reports on the progress of some of the performance areas.

Five-Year Idaho Transportation Investment Plan. Director Ness summarized the Five-Year Idaho Transportation Investment Plan. The document details the 2012-2016 scheduled projects for highways, bridges, public transportation, railroad crossings, aviation, and non-motorized transportation. It also outlines the department's goals. The document is being published to increase the transparency and accountability of the five-year investment program and communicate it in non-technical terms.

Chief Deputy Stokes added that the Plan focuses on ITD's customers. It provides details of projects in an easy-to-read format. The document outlines the department's funding assumptions and needs and explains how projects are prioritized and selected.

ITD Strategic Plan. Director Ness presented the revised Strategic Plan based on the discussions at the work session yesterday and the Board member's comments.

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

RES. NO. ITB11-51

WHEREAS, the strategic plan provides a roadmap for the direction of transportation in Idaho; and

WHEREAS, a new strategic plan was needed to address the evolving challenge of making the Idaho Transportation Department a more credible, accountable, efficient, effective, and customer-focused organization; and

WHEREAS, under the leadership of Director Brian Ness, the Department developed a new strategic plan that establishes goals, strategies, and measurements to meet those challenges; and

WHEREAS, the goals, strategies, and measurements are cascading down into division business and section work plans and employee performance plans; and

WHEREAS, consistent goals, strategies, and measurements create a shared vision for success for employees and the Department; and

WHEREAS, the Idaho Transportation Board has reviewed the plan and endorses the envisioned future.

NOW THEREFORE BE IT RESOLVED, that the Board adopts the new strategic plan as the official document that sets the direction for the Department.

Monthly Financial Statements. Controller Gordon Wilmoth said the Federal Highway Administration (FHWA) Indirect Cost Allocation revenue through September was $13,900,000, which exceeded the projected amount by $4,900,000. Miscellaneous state funded revenue of $8,507,000 was $368,800 above the forecast. Highway Distribution Account revenue, excluding ethanol exemption elimination, was $43,226,000. The projected revenue was $43,941,000. Revenue from the ethanol exemption elimination was $3,921,000, which was 7.7% below the projected amount. Revenue to the State Aeronautics Fund from aviation fuels was $356,400, or $146,600 below the forecast.

Total expenditures in the American Recovery and Reinvestment Act (ARRA) Title XII Fund for highway projects were $166,492,000, while $178,800,000 had been appropriated. Expenditures for public transportation were $6,885,700 of the $9,200,000 available. Of the $17,400,000 Local Highway Technical Assistance Council-administered ARRA Title XIV funds, $15,601,000 had been expended.

Idaho Transportation Policy Plan: 2012-2037. Administrator, Division of Transportation Performance (ADTP) Randy Kyrias requested developing a policy plan that will encompass the state's entire transportation system. It will establish system-wide vision, goals, and priorities; identify policies and strategies that support the vision; and define roles and responsibilities across all levels of government.

ADTP Kyrias said the intent is to improve coordination between entities tasked to engage in the transportation system and provide a framework for collaboration to improve investments and project delivery. It will also ensure transparency and accountability across the entire transportation system, work towards greater system-wide efficiency and effectiveness, and establish the frame work to address competing investment strategies and objectives. The plan is expected to be finalized late next year; however, periodic updates will be provided to the Board during the process.

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

RES. NO. ITB11-52 WHEREAS, it is in the public's interest for the Idaho Transportation Department to develop and publish a system-wide Long Range Transportation Plan representing a 25-year period; and

WHEREAS, it is the intent of the Idaho Transportation Board to effectively leverage all available federal, state, local, and private capital investment funding in support of Idaho's transportation system; and

WHEREAS, all entities participating in the delivery of transportation throughout the state require a unified vision and subsequent goals and priorities, thus ensuring a functional, coordinated, and efficient transportation system; and

WHEREAS, a formal commitment to an integrated and proactive approach to performance management and transparency be embraced by those entities participating in the delivery of transportation throughout the state.

NOW THEREFORE BE IT RESOLVED, that the Board approves the addition of the Idaho Transportation Policy Plan 2012-2037 to the FY12 Idaho Transportation Investment Program for a total cost of $120,000; and

BE IT FURTHER RESOLVED, that the Board amends the FY12 Idaho Transportation Investment Program accordingly.

Annual Update on ITD's Research Program. Research Program Manager (RPM) Ned Parrish reported that the

Research Program is now housed in the Division of Highways, although the program will continue to support the entire department. A mechanistic-empirical pavement design project was completed and two studies focusing on the impact of shoulder widths and rumble strips on crash rates were conducted. Some of the other activities completed or underway include an evaluation on non-nuclear density gauges, an evaluation of concrete sealers for concrete pavements and bridge decks, a review of winter chemicals to reduce crashes, and the development of a bike analysis tool.

RPM Parrish said the budget for FY12 is $1.4 million. Some of the projects planned include evaluating methods to determine when to impose load limits during spring break-up, a survey of driver attitudes regarding impaired driving, and updating program procedures.

Chairman Manning thanked RPM Parrish for the report.

Employee Service Awards. The Board participated in the Employee Service Awards. Member Whitehead provided remarks on behalf of the Board.

Legislation to be Carried by the Idaho State Independent Auto Dealer Association (ISIADA). Bobby Peterson, Idaho Dealer Advisory Board (DAB) Member and ISIADA Member, summarized the legislative proposal to clean up and enhance the definition of principal place of business for vehicle and vessel dealers. ISIADA intends to sponsor the legislation; however, it requested the Board's endorsement.

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

RES. NO. ITB11-53

WHEREAS, the Idaho Transportation Board has the authority to support legislative proposals that affect the business operations and efficiencies of the Idaho Transportation Department; and

WHEREAS, the Board finds the legislative request proposed by the Idaho State Independent Auto Dealers Association (ISIADA) furthers business operations efficiencies and enhances the principal place of business requirements for vehicle and vessel dealers to support the industry and consumer protections.

NOW THEREFORE BE IT RESOLVED, that the Board formally supports the legislative proposal presented by the ISIADA; and

BE IT FURTHER RESOLVED, that the Board directs staff to formally support this legislation unless amended during the 2012 Idaho legislative session.

Annual Report of the Dealer Advisory Board. DAB Member Petersen reported on the activities of the DAB. Legislation was enacted this past year relating to record storage. The DAB reviewed alternatives to the dealer surety bond required for all licensed Idaho vehicle and vessel dealers with the goal of increasing consumer protection while controlling the costs to Idaho dealers. It updated the Vehicle Services Procedure on Dealer Pre-Licensing Class and Continuing Education Requirements. It will be supporting legislation in 2012 that will require wholesale dealers to attend education classes and legislation to clean up the principal place of business requirements. The ISIADA intends to sponsor those legislative proposals.

Chairman Manning thanked DAB Member Petersen for the report. He also expressed appreciation to DAB Member Petersen and the DAB members for their service to the state.

Comprehensive Airport Land Use Planning Legislation. Aeronautics Administrator John DeThomas said staff has been working closely with other government and non-government agencies on proposed legislation regarding land use planning around airports. Draft language has been accepted by representatives of the Idaho Association of Counties, the Association of Idaho Cities, the Idaho Airport Manager's Association, the Idaho Chapter of the American Council of Engineering Companies, and the Idaho Aviation Association.

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

RES. NO. ITB11-54 WHEREAS, it is in the public's interest to protect Idaho airports from incompatible land use; and

WHEREAS, it is the intent of the Idaho Transportation Board to encourage legislation to support airport land use planning; and

WHEREAS, the Division of Aeronautics has worked with other government and non-government agencies to develop appropriate and acceptable draft legislation; and

WHEREAS, the Idaho Association of Counties and the Association of Idaho Cities will consider their support for this proposal; and

WHEREAS, these agencies will consider the Board's recommendation on this proposal.

NOW THEREFORE BE IT RESOLVED, that the Board hereby declares its support for the proposed draft legislation.

Freight Study and Statewide Freight/Passenger Rail Plan Update. Maureen Gresham, Program Planning and Development Specialist (PPDS), requested funding for a freight study that will analyze the movement of goods via truck, rail, air, and water in, out, and through Idaho; develop and test various investment strategies; and identify needed policy and programmatic changes. The study will strengthen partnerships between private and public entities, implement long-range goals, and establish a framework for future investments. The intent is to complete the study late next year, with key milestones reported to the Board during the process.

PPDS Gresham also requested updating the 1996 State Rail Plan. The objective is to identify, evaluate, and encourage the development and preservation of essential freight and passenger rail and intermodal freight services. The plan will be developed in adherence with federal requirements and will enable the state to compete for national rail funding. Deliverables include performance measures and short- and long-term action plans. Status updates will be provided to the Board at key milestones, with the final plan scheduled to be presented to the Board for adoption in the first quarter of 2013.

Member Coleman referenced the Pacific Inland Hub and its extensive data on freight movement. PPDS Gresham acknowledged the Pacific Inland Hub's work and plans to use its data for this project. Some discussion was also held on the need to assist short line railroads.

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

RES. NO. ITB11-55 WHEREAS, it is in the public's interest for the Idaho Transportation Department to develop and publish a statewide Freight Study and complete an update to the Idaho Freight/Passenger Rail Plan; and

WHEREAS, it is the intent of the Idaho Transportation Board to effectively leverage all available federal, state, local, and private capital investment funding in support of improving the movement of freight across Idaho's transportation system; and

WHEREAS, to ensure the free movement of freight utilizing rail, trucking, ports, and air modes, a comprehensive Freight Study is required; and

WHEREAS, a current Freight/Passenger Rail Plan is required by Idaho Code 49-205; and

WHEREAS, a current Freight/Passenger Rail Plan is an important element in the development of a

comprehensive Freight Study.

NOW THEREFORE BE IT RESOLVED, that the Board approves the addition of the Idaho Freight Study and the Idaho Freight/Passenger Rail Plan update to the FY12 Idaho Transportation Investment Program for a total cost of $350,000; and

BE IT FURTHER RESOLVED, that the Board amends the FY12 Idaho Transportation Investment Program accordingly.

Executive Session on Personnel and Legal Issues. Member Gagner made a motion to meet in executive session at 11:25 AM to discuss personnel and legal issues as authorized in Idaho Code Section 67-2345(b), (d), and (f). Member Whitehead seconded the motion and it passed 6-0 by individual roll call vote.

A discussion was held on legal matters exempt from public disclosure related to contract negotiations; potential litigation related to the issuance of Division of Motor Vehicle permits, the operation of the state highway system, and right-of-way acquisition; and litigation against ITD on employment-related matters.

The Board also discussed a personnel matter related to the disciplining of an employee.

The Board came out of executive session at 1:00 PM. No final actions or decisions were made.

Overview of 2011 ITD Customer Survey Results. RPM Ned Parrish said the 2011 ITD Customer Survey was a follow-up to the 2009 survey. The survey covered a variety of topics, including highway maintenance and quality, Division of Motor Vehicles' (DMV) services, alternative transportation, public involvement, communication, customer service, and the value of ITD services. Overall, respondents gave DMV services the highest ratings, with 90% reporting to be very or somewhat satisfied. In the area of highway maintenance, 69% of respondents rated that category as very or somewhat satisfied, while 50% rated the public involvement in the planning process high. Other findings include 14% reported using DMV online services in the past two years; 87% believe it is very or somewhat important to have access to safe walking and/or bicycle routes; 47% are very or somewhat satisfied with alternative transportation options; 28% had accessed ITD's website; and 32% had used the 511 travel advisory services in the past year.

The report also included several recommendations to improve ITD's customer service. Although respondents gave the highway maintenance efforts positive ratings, the condition of pavement surfaces and the visibility of highway striping could be improved. Other recommendations include increasing public awareness of the online DMV services and improving communication efforts.

Assessment of ITD Customer Service Performance. Consultant Gordon D. Proctor presented the findings and recommendations from ITD's Customer Service Performance. The objectives were to assess customer service performance based on a review of the survey results and compare the findings to past surveys and other states; develop recommendations to improve customer service and prioritize them based on their likely return on investment; review management efforts to assess customer service; and develop recommendations to improve the way the department assesses its customer service performance.

Mr. Proctor said generally the ITD public survey results compare favorably, if not better than, the peer states examined. Key areas of public service such as courteousness of DMV staff were higher in Idaho than in peer states. Idaho also scored significantly higher when residents were asked if ITD gave them good value; however, the maintenance and communication scores were lower. The department should develop a customer-service policy and a customer relationship management system. ITD is pursuing many separate initiatives to improve customer service without an overarching policy to rationally connect them. A customer service management system should be created to compile customer complaints, analyze trends, and track the resolution of the complaints. He also suggested increasing awareness of the available DMV online services and adopting low-cost public involvement tools.

Some discussion followed on increasing the use of online services and improving public involvement and communication. Mr. Proctor believes the use of online services may not increase significantly in the near future

because of the positive experience citizens have when conducting business in person. Regarding public involvement, he believes ITD has a variety of tools to conduct outreach activities but may need to be more diligent to get more involvement.

ADTP Kyrias said the Customer Service Council will be reviewing the report and prioritizing the recommendations. The Council will work with the Executive Team to determine the next steps. Plans are to conduct another survey in 2013.

Chairman Manning thanked Mr. Proctor for the informative presentation.

30th Street Extension. BSM Chase provided an overview on Ada County Highway District's (ACHD) 30th Street project in Boise. The road extension impacts approximately 2.4 acres of ITD property at the east end of the Headquarters' campus. The project is scheduled for construction in 2013 at an estimated cost of $9.7 million. Boise City Council President Maryanne Jordon elaborated on the project, including the landscaping plans, and the 30th Street Master Plan. She said the City of Boise has agreed to maintain the landscaping between the roadway and sidewalk along the ITD property.

Vice Chairman Blick asked if access to ITD will be impacted. BSM Chase said some modifications will be made to the east entrance, including modifications to make it pedestrian friendly, but no changes are proposed to the north entrance. In response to Member Gagner's question on who will complete the appraisal of the ITD property, ACHD representative Dyan Bivens replied that an accredited appraiser will be hired.

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

RES. NO. ITB11-56

WHEREAS, in 2010, the Ada County Highway District (ACHD) designed the 30th Street extension project to have four travel lanes and a center median; and

WHEREAS, ACHD and Boise City partnered to produce a 30th Street Area Master Plan to address land uses, building form, public spaces, and transportation; and

WHEREAS, the 30th Street Area Master Plan includes streetscapes and street sections with the purpose of enhancing the environment and mitigating impacts to the adjacent neighborhood, and establishing a safe and efficient pedestrian environment; and

WHEREAS, the 30th Street Extension roadway section impacting the Idaho Transportation Department's Headquarters property requires an additional ten feet of land to accommodate landscaping between the sidewalk and roadway; and

WHEREAS, the Boise City Council on November 1, 2011 unanimously agreed to maintain a landscape strip for a separated sidewalk adjacent to ITD's Headquarters property;

NOW THEREFORE BE IT RESOLVED, the Board agrees to make available at fair market value the necessary right of way and easement to ACHD for the 30th Street Extension roadway, sidewalk, and landscape.

Idaho Corridor Analysis and Planning System. Planning/Program Management Supervisor (2PMS) Erika Bowen said the 2010 Long-Range Transportation Plan identifies improving safety, increasing mobility, and growing the economy as the long-range goals to help guide transportation decision making throughout the state. Successful implementation of the Plan is dependent upon adopting a corridor planning philosophy. Once a standard set of planning principles are adopted and associated technologies implemented, ITD will have better tools and processes in place for assessing what the public wants, what the highway system needs, and what is fiscally feasible, and will be able to plan how to get there. As a result, the department can better focus its resources, funding, staff, and technology.

Chief Operations Officer Paul Steinman said ITD currently has extensive data. This project will help manage the data and assist management with making decisions and establishing priorities. Chief Engineer Tom Cole added that the program emphasizes fiscal constraint. It will provide realistic information on what the department can accomplish with its resources.

Member Vassar noted that there is considerable data currently available, particularly in local governments. She asked if this effort will duplicate current information. PPS Bowen replied that there will be no duplication of efforts. The data currently available will be utilized. FHWA is a partner on this project and has been working closely with the metropolitan planning organizations and other local governments to obtain their data.

Chairman Manning thanked 2PMS Bowen for the presentation.

WHEREUPON, the Idaho Transportation Board's regular monthly meeting officially adjourned at 2:45 PM.

signed
DARRELL V MANNING, Chairman
Idaho Transportation Board

Read and Approved
December 14, 2011
Boise, Idaho

REGULAR MEETING AND DISTRICT FIVE TOUR
OF THE IDAHO TRANSPORTATION BOARD

October 26-27, 2011

The Idaho Transportation Board met at 10:00 AM, on Wednesday, October 26, 2011 in Pocatello, Idaho. The following principals were present:

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

Representative Marc Gibbs was also present.

District 5 Tour. The Board traveled I-15 south and US-30 east. Staff summarized the projects in the US-30 GARVEE corridor, which are almost completed.

During lunch in Lava Hot Springs, Mark Lowe, Executive Director, Lava Hot Springs Foundation, elaborated on the Foundation's role. He noted the importance of a good, efficient transportation system and thanked the Board for the improvements to US-30. Mr. Lowe believes the speed limit approaching the city limits and through town is too high and requested it be lowered. He also expressed support for a bypass of Lava Hot Springs to address congestion and safety issues.

The Board traveled US-30 east and SH-34 south.

In Preston, the Board joined the Aeronautics Advisory Board (AAB) for a briefing of the Preston Airport. Airport Manager Craig Biggs and Franklin County Commissioner Dirk Bowles reported on the increased activity at the facility. Some of the planned projects are to extend the runway and improve the taxiway.

The Board returned to Pocatello via US-91 north and I-15 north.

WHEREUPON the tour recessed at 3:50 PM.

October 27, 2011

The Board reconvened at 8:30 AM on Thursday, October 27, 2011, at the Idaho Transportation Department, District 5 Office in Pocatello. All members were present except Member Horsch. Deputy Attorney General Larry Allen was in attendance.

Board Minutes. Member Gagner made a motion to approve the minutes of the regular Board meeting held on September 21-22, 2011 as submitted. Vice Chairman Blick seconded the motion and it passed unopposed.

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

November 15-16, 2011 – Boise
December 14-15, 2011 – Boise
January 18-19, 2012 – Boise

Member Horsch joined the meeting at this time.

Consent Calendar. Due to the limited funds available, Vice Chairman Blick questioned the use of consultants and asked if the Department could complete that work in-house. Director Ness replied that consultants are used because of the special expertise required on some projects and also due to workload issues. This topic will be discussed at the workshop next month.

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

RES. NO. ITB11-48

NOW THEREFORE BE IT RESOLVED, that the Idaho Transportation Board approves delaying STC-5780, Dufort Road Railroad Crossing, key #11556 and Northwest Bypass Road Railroad Crossing Near Mountain Home, key #11592 to FY12 of the Federal Railroad Crossing Program and to increase the federal group control totals accordingly, and repealing Board Policy B-01-18, Coordination with Traveler Services System Advisory Council, and has received and reviewed the contract award information, the professional services agreements and term agreement work task report, and the report of speed minute entry changes for August and September 2011.

1) Delay Dufort Road Railroad Crossing, Key #11556 and Northwest Bypass Road Railroad Crossing Near Mountain Home, Key #11592 to FY12 of the Federal Railroad Crossing Program. The above referenced projects were programmed for delivery in FY11 and entail non-bid actual cost agreements with the railroad companies for the construction of safety improvements at two rail-highway crossings. The agreements were not completed prior to close-out of FY11 with the Federal Highway Administration, so are currently unfunded. Current cost estimates are $297,000 for Dufort Road and $193,000 for Northwest Bypass Road. Staff requests delaying STC-5780, Dufort Road Railroad Crossing, Bonner County and Northwest Bypass Road Railroad Crossing Near Mountain Home to FY12 of the Federal Railroad Crossing Program and to increase the federal group control totals accordingly. Staff has identified offsetting funds from savings of other projects.

2) Repeal Board Policy B-01-18, Coordination with Traveler Services System Advisory Council. The Traveler Services Advisory Council was created in 2005 when ITD converted its phone-based road report system to an integrated Traveler Services System. The new system uses a single point of data entry to feed both a 511 phone system and a travel information web site. The Council helped guide development of the system, particularly in the early years when considerable expansion and numerous system enhancements were completed. The system is fully functional and mature now and is basically in a maintenance mode. There is very limited funding for additional projects. Staff believes the Council served its purpose but is no longer needed. It recommends deleting Board Policy B-01-18, Coordination with Traveler Services System Advisory Council, which will disband the Council.

3) Contract Awards. Key #11992 – Frontage Road, Junction SH-53 to Chilco, District 1. Low bidder: Scarsella Brothers, Inc. - $3,405,405.

Key #7216 – West Fork Pine Creek Bridge, Shoshone County, District 1. Low bidder: Braun-Jensen, Inc. - $1,074,000.

Key #9805 – Red Bridge, Whitebird Highway District, District 2. Low bidder: Concrete Placing Company, Inc. - $698,543.

Key #9804 – Dent Road, Clearwater County, District 2. Low bidder: Valley Paving & Asphalt, Inc. - $1,532,282.

Key #12062 – Franklin Road; Touchmark Way to Five Mile Road, District 3. Low bidder: Staker & Parson Companies dba Idaho Sand & Gravel - $3,794,666.

Key #9987 – Reynolds Creek Bridge, Owyhee County, District 3. Low bidder: Concrete Placing Company, Inc. - $377,613.

Key #9520 – Jordan Creek Bridge; Flint Creek Road, Owyhee County, District 3. Low bidder: Braun-Jensen, Inc. -

$298,000.

Keys #11112, #11113, #11114, #11120, and #12097 – Treasureton Road to Cleveland Bridge, Franklin County; Niter Bench Road to Junction US-30, Caribou County; Preston West City Limits to Junction US-91, Preston; Preston North City Limits to Downey North City Limits; Connector Road to Preston North City Limits; and Connector Road to Preston North City Limits, District 5. Low bidder: Intermountain Slurry Seal, Inc. - $2,027,275.

Key #11247 – Garfield Street Idaho Canal Bridge, Idaho Falls, District 6. Low bidder: J M Concrete - $596,759.

Key #11155 – John Adams Parkway Bridge, Idaho Falls, District 6. Low bidder: Cannon Builders, Inc. - $826,970.

Key #12459 – SH-33 and US-20, FY12 District 6 Pavement Crack Sealing. Low bidder: Highstone Inc. - $421,325.

4) Professional Services Agreements and Term Agreement Work Task Report. From September 1 through September 30, $1,742,400 in new professional services agreements and work tasks were issued. Seven supplemental agreements to existing agreements were processed in the amount of $219,451 during this period.

5) Report of Speed Minute Entry Changes for August and September 2011. The speed limit on US-93 near Mackay in District 6 was changed from 65 miles per hour (MPH) to 55 MPH from milepost 106.000 to 108.127. The speed limit was changed from 45 MPH to 55 MPH from milepost 108.127 to 108.450. The changes were due to activity from approaches.

Board Items. Chairman Manning thanked the Board members for their involvement in developing the new strategic plan. Member Whitehead and he met with Boise Mayor Dave Bieter to discuss the 30th Street extension project and its impacts to the Headquarters' campus. Chairman Manning asked for a volunteer to serve on the steering committee for the freight study.

Director's Report. Director Ness expressed condolences to the Scott Patrick family. Mr. Patrick passed away unexpectedly last month. He was a member of the AAB from 2000 until his recent death.

The Executive Team met with its counterpart from the Utah Department of Transportation (UDOT). Some of the discussions focused on ITD's reorganization and UDOT's technology and geographic information systems. Other recent activities included meetings on the strategic plan, which is progressing well, and Chief Human Resource Officer Mary Harker's participation at the Women's Day at the Capitol.

Director Ness attended the recent American Association of State Highway and Transportation Officials' meeting. ITD received the President's Award for the Wounded Warriors Job Training project, which was in partnership with the Department of Labor. There were also a number of ITD employees recognized for 25 years of service in the transportation industry.

Director Ness intends to complete his employee visits by the end of next month. Staff will also finalize plans for the legislative outreach meetings scheduled in the next two months.

Chief Deputy (CD) Stokes attended a recent Traffic Safety Commission meeting. Traffic control in construction zones was a focus area that will be addressed.

CD Stokes provided an update on performance measures. Noting the decline in the five-year fatality rate, Member Gagner asked if there is a specific activity that can be attributed to that decrease. CD Stokes believes it was a combination of things, including education and enforcement. Vice Chairman Blick expressed support for the installation of rumble strips, particularly on the centerline. He believes rumble strips are making a difference in accident prevention. CD Stokes concurred and added that staff is reviewing data to identify additional locations to install rumble strips.

Adopt-A-Highway (AAH) Presentation. District 5 AAH Coordinator Sharon Sharp recognized the Pocatello Unitarian Fellowship and the Blackfoot National Guard for their participation in the AAH Program.

Partnerships Related to School Transportation. Mobility Program Manager (MPM) John Krause reported that funding cuts to the Department of Education have impacted schools' transportation services. A number of alternatives are being offered, such as carpooling, public transportation, and walking groups.

Suzanne Seigneur, Rideshare Coordinator, Community Transportation Association of Idaho, elaborated on two grants received for pilot projects for Rideshare School Pool. This program offers assistance with identifying bicycling buddies, carpooling, and ride matching. These options alleviate traffic and congestion and reduce emissions. Ms. Seigneur worked with the Meridian School District to help parents find transportation solutions when mid-day bus service for kindergarten students was eliminated due to funding cuts.

MPM Krause elaborated on other partnerships in the state. Pocatello Regional Transit coordinates its scheduled service with schools' schedules and offers reduced fares for students. Mountain Rides has a financial agreement with the school district resulting in students and staff members riding free.

Safe Routes to School (SR2S) Coordinator Jo O'Connor summarized the SR2S Program's efforts to encourage students to walk or bicycle to school. Almost $1 million is available annually to fund infrastructure projects and educational activities that promote and encourage walking and bicycling.

In conclusion, MPM Krause stated that these partnerships help provide affordable transportation alternatives and improve safety for students to travel to school. Additionally, a safe, cost effective transportation system improves economic viability.

Chairman Manning thanked the group for the presentation and for their efforts on this important topic.

Monthly Financial Statements and Highway Program Obligations. Controller Gordon Wilmoth said FHWA Indirect Cost Allocation revenue through August was $8,190,000, which exceeded the projected amount by $1,990,000. Miscellaneous state funded revenue of $5,553,000 was $28,800 above the forecast. Highway Distribution Account revenue, excluding ethanol exemption elimination, was $28,654,000. The projected revenue was $29,192,000. Revenue from the ethanol exemption elimination was $2,565,300, which was 8.9% below the projected amount. Revenue to the State Aeronautics Fund from aviation fuels was $122,100, or $127,000 below projections. Controller Wilmoth noted that a large jet fuel distributor sent a report that grossly overpaid the jet fuel tax in April 2011. In FY12 there was a subsequent refund of the overpayment by the Tax Commission to the distributor. The overpayment that occurred in FY11 was included in the FY12 forecast calculation. The aviation fuel tax forecast will be reduced by $200,000 for this fiscal year and subsequent years.

Total expenditures in the American Recovery and Reinvestment Act (ARRA) Title XII Fund for highway projects were $164,118,700, while $178,800,000 had been appropriated. Expenditures for public transportation were $6,846,800 of the $9,200,000 available. Of the $17,400,000 Local Highway Technical Assistance Council-administered ARRA Title XIV funds, $13,117,800 had been expended. Staff is confident those funds will be expended by the December 31, 2011 deadline.

Manager, Transportation Investments Dave Amick reported that over $300 million had been obligated as of September 30, or 102% of the project costs in the current Statewide Transportation Improvement Program. At the same time last year, nearly $425 million had been obligated, or 98% of the project costs.

Approval of a Design-Build Project; Design-Build Process Update. Design/Materials/ Construction Engineer (DMCE) Frances Hood said staff has been working with Ada County Highway District on improvements to the SH-44 and North Linder Road intersection. The high priority project will construct additional lanes and upgrade the traffic signal. It is scheduled in FY12 with state funds. ITD's share of the estimated $6 million project is $4 million. DMCE Hood believes this project is a good candidate to utilize the design-build method of construction, partly due to its size and

because it is early in the development stage.

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

RES. NO. ITB11-49

WHEREAS, it is the intent of the Idaho Transportation Board to effectively utilize all available appropriated highway funding; and

WHEREAS, the state legislature gave the Idaho Transportation Department the ability to use the design-build method to award contracts; and

WHEREAS, Section 40-902, Idaho Code requires the Idaho Transportation Board to authorize the use of the design-build method to award contracts; and

WHEREAS, the Intersection North Linder and SH-44/State Street, Ada County, Stage 1 project, key #13059, is of appropriate size and scope; and

WHEREAS, the project is suitable to using the design-build method of contracting; and

WHEREAS, there are design consultants and construction contractors that are available and have the capability and experience to design and construct a design-build project of this type; and

WHEREAS, the project has been designated by both the Department and the Ada County Highway District as a high priority, requiring expedient completion to improve efficiency and safety; and

WHEREAS, it will serve the public interest to complete this project as quickly as possible.

NOW THEREFORE BE IT RESOLVED, the request to design and construct this project using the design-build method of contracting is approved.

DMCE Hood provided an update on the process to implement design-build. A request for proposal template has been developed and guidelines to select the design-build team are in place.

Chairman Manning thanked DMCE Hood for the report.

Aquifer Recharge Inquiry. Chief Operations Officer (COO) Paul Steinman said the Department has previously executed agreements to utilize depleted gravel sources to recharge aquifers. He has some concerns with the recent request from Upper Snake Mitigation Solutions. The gravel source identified for this effort is near residential property, creating liability concerns. This is a for-profit entity, whereas the Department's previous agreements were with non-profit groups. Additionally, the Department of Environmental Quality needs to be involved.

Some discussion was held on the desire to dispose of surplus property. COO Steinman concurred. He asked staff to identify surplus property and make a concerted effort to dispose of those parcels, including depleted gravel sources.

Chairman Manning thanked COO for the update and asked him to continue working on the aquifer recharge project.

District 5 Report. District 5 Engineer (DE) Ed Bala reported on some of the District's activities. He noted the numerous construction projects this past year; however, there are no major construction projects scheduled. The focus will be on maintaining the current system. Although the District's performance measure goals of delivering projects on time and upgrading guardrail to be in compliance with federal standards were not achieved, DE Bala said they learned lessons. The goals for improving the winter level of service and the percent of pavement in good condition were exceeded.

DE Bala reported on some efficiencies implemented in purchasing, data collection to improve scheduling winter maintenance, and cross-utilization of employees. Future activities will include warranties on seal coat contracts, emphasizing the business plan, and maximizing investments while balancing risks.

Vice Chairman Blick believes the Districts are sharing more information. When an innovation is successful in one District, other District Engineers are implementing them. He commended the Districts for communicating and utilizing these best practices.

Member Horsch thanked DE Bala for his assistance. He said DE Bala has been responsive to constituent concerns, especially with agricultural issues.

Chairman Manning thanked DE Bala for the informative report.

Executive Session on Personnel and Legal Issues. Member Whitehead made a motion to meet in executive session at 11:10 AM to discuss personnel and legal issues as authorized in Idaho Code Section 67-2345(b), (d), and (f). Member Horsch seconded the motion and it passed 6-0 by individual roll call vote.

A discussion was held on legal matters exempt from public disclosure related to various contract negotiations, a potential settlement agreement, potential litigation related to the issuance of Division of Motor Vehicle permits, and the operation of the state highway system.

The Board also briefly discussed potential re-alignment with the Director.

The Board came out of executive session at 12:55 PM. No final actions or decisions were made.

Old Business. The Board briefly discussed the maintenance agreement with Cassia County related to the transfer of the City of Rocks Backcountry Byway to ITD. Vice Chairman Blick made a motion directing DE4 Devin Rigby to finalize the agreement with Cassia County. Member Vassar seconded the motion. It passed without objection.

WHEREUPON, the Idaho Transportation Board's regular monthly meeting officially adjourned at 1:00 PM.

signed
DARRELL V MANNING, Chairman
Idaho Transportation Board

Read and Approved
November 16, 2011
Boise, Idaho

REGULAR MEETING AND DISTRICT SIX TOUR
OF THE IDAHO TRANSPORTATION BOARD

September 21-22, 2011

The Idaho Transportation Board met at 9:00 AM, on Wednesday, September 21, 2011 in Idaho Falls, Idaho. The following principals were present:

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

District 6 Tour. The Board traveled US-20 east to Rexburg where city officials and Brigham Young University – Idaho (BYU-Idaho) officials joined the tour. Local officials summarized the 60% growth and approximately $1 billion in investments made in the community during the past ten years while the group traveled in the city.

At Rexburg City Hall, local officials elaborated on efforts to manage growth. Economic Development Director Scott Johnson said economic development has been a focus of the greater Rexburg community, along with partnerships and planning. He emphasized the importance of a good transportation system, noting that the airport has the potential to attract new businesses to the area. The City's public transportation services are very limited. Efforts are underway to address that void.

Public Facilities Director John Millar elaborated on the road system. SH-33 is the main route. The City is exploring an alternate route to relieve congestion on the state highway. He also said the City is interested in partnering with District 6 on traffic signal synchronization.

Discussion followed on various topics, including partnering, concerns with the higher costs to construct a project with federal funds, preserving the corridor for a future alternate route, and the importance of protecting airports from encroachments. The City also requested signing.

The Board traveled to the BYU-Idaho campus for a short tour and overview on the university. It then visited AMET and learned about the international company that develops and manufactures automated welding systems.

The tour continued to the airport where Madison County - Rexburg Airport Board Member David Taylor provided an overview on the facility. Improvements to the tarmac and taxiway, runway lights, and extending the runway are some of the facilities' needs. He noted that all of the hangars are occupied and that the airport has land available to expand hangar capacity and accommodate additional businesses.

The Board returned to Idaho Falls via US-20 west.

WHEREUPON the tour recessed at 4:30 PM.

September 22, 2011

The Board reconvened at 8:30 AM on Thursday, September 22, 2011, at the Idaho Transportation Department, District 6 Office in Rigby. All members were present, including Vice Chairman Gary Blick.

Chairman Manning welcomed Representative JoAn Wood to the meeting.

Board Minutes. Member Horsch made a motion to approve the minutes of the regular Board meeting held on August 17-18, 2011 as submitted. Member Whitehead seconded the motion and it passed unopposed.

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

October 26-27, 2011 – District 5
November 16-17, 2011 – Boise
December 14-15, 2011 – Boise

Consent Calendar. Member Vassar made a motion, seconded by Vice Chairman Blick, and passed unopposed, to approve the following resolution:

RES. NO. ITB11-42 *NOW THEREFORE BE IT RESOLVED,* that the Idaho Transportation Board has received and reviewed the contract award information and the professional services agreements and term agreement work task report.

1) Contract Awards. Keys #9791 and #11894 – US-95, Garwood to Sagle, Athol Stage and Garwood to Sagle, Granite South Stage, District 1. Low bidder: Scarsella Brothers, Inc. - $21,071,846.

Key #12016 – SH-3, Big Bear Creek Bridge Tri Deck Girder, Latah County, District 2. Low bidder: West Construction, Inc. - $161,804.

The low bid on key #12327 – US-95, Spalding Bridges Rehab, Nez Perce County, District 2, was more than ten percent over the engineer's estimate, requiring justification. The engineer's estimate was generated from the Bid History Price Report within the Estimator program and from similar overlay projects built within the District. The largest difference between the engineer's estimate and the low bid was in the silica fume concrete overlay item. Staff believes the low bid is a responsive bid and recommends awarding the contract. Low bidder: Penhall Company - $764,564.

Key #12318 – SH-162, Nez Perce to Four Corners, District 2. Low bidder: Knife River Corporation – Northwest dba Knife River - $1,661,491.

Key #12336 – US-95, FY12 District 2 Rockfall Mitigation. Low bidder: Mid-West Rockfall - $1,909,245.

Key #11060 – I-84, Mountain Home to Hammett, District 3. Low bidder: A-Core of Idaho - $2,543,222.

Key #10559 – FY11 Ada County Highway District Overlays, District 3. Low bidder: C & A Paving Company, Inc. - $799,374.

Key #9984 – Iowa Avenue; Center Avenue to 7th Avenue North, Payette, District 3. Low bidder: WF Construction & Sales, LLC - $1,221,660.

The low bid on key #12265 – SH-25, 'X' Canal Drain, Jerome County, District 4, was more than ten percent over the engineer's estimate, requiring justification. The major differences were in the removal of concrete culvert, structural excavation schedule number A rock, special bridge precast concrete culvert, and granular borrow items. The location of the existing utilities may have been a factor, too. The District does not believe readvertising the project will result in better bids. It has identified the additional funds for the project and recommends awarding the project. Low bidder: Braun-Jensen, Inc. - $241,000.

2) Professional Services Agreements and Term Agreement Work Task Report. From August 1 through August 31, $3,732,279 in new professional services agreements and work tasks were issued. Three supplemental agreements to

existing agreements were processed in the amount of $125,200 during this period.

Board Items. Chairman Manning said he attended an access management meeting and orientation sessions for Representatives Joe Palmer and Julie Ellsworth. Chief Deputy (CD) Stokes and he met with U.S. Senator Mike Crapo last month to discuss various transportation issues. He also met with stakeholders to discuss comprehensive airport land use planning legislation and with local legislators.

The Board reviewed Board Policy B-01-03, Annual Report, which was last signed in 2002. Because Idaho Code requires the Board to submit an annual report, it believes the policy is necessary and should be retained.

Based on Idaho Code, Board Policy B-04-02, Standard Specifications for Construction Projects, signed in 2003, requires staff to develop, adopt, and maintain standard specifications for construction projects. The Board also believes this policy is relevant and should be retained.

Director's Report. Director Ness expressed appreciation to CD Stokes for his support and for assuming additional duties while he has been dealing with some personal issues recently. He also recognized staff for coordinating orientation sessions for House Transportation and Defense Committee Chairman Palmer and Vice-Chairman Ellsworth.

The Department was awarded over $7 million in federal discretionary funds, according to CD Stokes. He provided a summary of the projects that received funding.

CD Stokes participated in a conference call earlier this month to discuss national transportation issues. Both aviation and highway bills received extensions through January and March, 2012, respectively. Discussions are continuing on reauthorization proposals.

ITD's zero-based budget was submitted to the Division of Financial Management on September 1. CD Stokes commended staff for its exemplary efforts on this project.

CD Stokes announced the selection of Jason Brinkman as the Transportation Systems Manager.

Director Ness said he met with Local Highway Technical Assistance Council (LHTAC) representatives recently to discuss various issues and with Federal Highway Administration (FHWA) officials. He also attended the Governor's cabinet meeting, which ITD hosted.

District 6 Public Transportation Update. District 6 Mobility Manager Jeff Osgood summarized some of the public transportation services provided in the area. He reported on efforts to leverage private resources to accomplish the district's strategies. He elaborated on the partnership with Thompson Creek Mine near Challis to provide commuter service for its employees.

Member Gagner relayed the City of Rexburg's comments yesterday regarding the need for public transportation services. Mr. Osgood concurred with the need for additional services and acknowledged the need to improve coordination.

Chairman Manning thanked Mr. Osgood for the report.

Draft 2011 GARVEE Annual Legislative Report. GARVEE Program Manager (GPM) Amy Schroeder presented the draft 2011 GARVEE Annual report.

Member Vassar commended GPM Schroeder for the well-written report.

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

RES. NO. WHEREAS, the Idaho Transportation Board is charged with determining the

ITB11-43 timeframe and scope of improvements for the State Transportation System; and

WHEREAS, Idaho Code 40-315 authorizes federal-aid debt financing through the issuance of Grant Anticipation Revenue Vehicle (GARVEE) bonds by the Idaho Housing and Finance Association for highway transportation projects; and

WHEREAS, legislative appropriations enacted in 2006, 2007, 2008, 2009, 2010, and 2011 authorized the issuance of GARVEE bonds to finance a total of $855 million in projects; and

WHEREAS, the Board is granted the statutory responsibility and duty to allocate GARVEE bond proceeds among legislatively authorized projects, including:

US-95, Garwood to Sagle
US-95, Worley to Setters
SH-16 Extension, I-84 to South Emmett
I-84, Caldwell to Meridian
I-84, Orchard to Isaacs Canyon
US-30, McCammon to Soda Springs; and

WHEREAS, Idaho Code 40-315 includes a legislative reporting requirement wherein the GARVEE Transportation Program submits an annual update on the status of highway transportation projects being constructed with bond financing.

NOW THEREFORE BE IT RESOLVED, that the Board approves the 2011 GARVEE Annual Legislative Report, and in turn directs staff to publish and submit the report to the legislature.

Chairman Manning thanked GPM Schroeder for the report and for assuming duties as the Acting GARVEE Program Manager.

Draft Legislation for 2012. Mollie McCarty, Government Affairs Manager (GAM), summarized the four legislative ideas approved earlier, related to commercial drivers' licenses driver texting prohibition, codifying designation of ITD as the recipient of Federal Transit Administration funding, comprehensive airport land use planning, and repealing pilot registration requirements and increasing aircraft registration fees. To date, only the first two ideas have been approved by the Division of Financial Management. She presented draft legislation for the two approved concepts.

GAM McCarty said the Idaho Associations of Cities and Counties have been engaged in developing the comprehensive airport land use planning legislation and may carry it. The pilot and aircraft registration proposal had some unresolved issues that staff will continue to work on for possible consideration in a future session.

Vice Chairman Blick expressed frustration with the federal mandates. He does not believe truckers should be singled out for a texting ban.

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

RES. NO. ITB11-44 WHEREAS, the Idaho Governor's Office has directed that state agencies submit proposed 2012 legislation to the Division of Financial Management (DFM) for review and approval; and

WHEREAS, the Idaho Transportation Board at the July 2011 meeting reviewed and approved legislative ideas for submission to DFM and authorized staff to proceed with the development of draft legislation; and

WHEREAS, DFM has approved the following legislative ideas, also authorizing the development of draft legislation to be submitted for its review and approval:

- Commercial Drivers' License driver texting prohibition and penalties
- Codify designation of the Idaho Transportation Department as the recipient of Federal Transit

Administration funding.

NOW THEREFORE BE IT RESOLVED, that the Idaho Transportation Board approves submittal of proposed draft legislation for two ideas to DFM.

The motion passed 5-1 with Vice Chairman Blick dissenting.

Delegation – Upper Snake Mitigation Solutions. On behalf of the private consortium, Roger Warner, consultant with Rocky Mountain Environmental, emphasized the importance of recharging Idaho's aquifers. He believes ITD's gravel pits have potential to assist with this effort. During good water years, water could be diverted from canals to gravel pits where the water could then seep into the aquifer. A number of issues need to be addressed, including environmental and legal. He requested Board approval to pursue utilizing ITD's gravel sites for irrigation recharge efforts. He added that the group would receive credits for this.

The Board expressed support for the proposal and directed staff to pursue a pilot project using a gravel source. Member Whitehead noted the delegation's private status and that it would receive credits for this project. He asked if ITD may benefit or receive compensation for its efforts. Mr. Warner replied in the affirmative.

Senator Dean Mortimer thanked the Board for its time and for its support of this important issue.

Presentation – Idaho National Laboratory (INL). INL Emergency Management Team representative Cally Barker recognized Scott Carpenter and Kim Ker. The Mud Lake maintenance employees' response to a roadside fire earlier this year averted what could have been a serious, sizeable fire that could have threatened INL facilities. She thanked the employees for their response to that fire and for their dedicated service to the state.

Presentation – Western Association of State Highway and Transportation Officials' (WASHTO) Tribute to Jonathan Prahasto. Member Gagner announced that ITD received a WASHTO award in honor of Jonathan Prahasto. The Island Park maintenance employee was killed in the line of duty on US-20 last year. Because Mr. Prahasto was active in the Island Park community, Member Gagner presented a check to the Island Park Emergency Response unit and a certificate in honor of Mr. Prahasto to his widow.

Adopt-A-Highway (AAH) Presentation. Although the group could not be present, Member Gagner recognized the Challis Chamber of Commerce for participating in the AAH Program since 1991.

Recommended FY12-16 Idaho Transportation Investment Program (ITIP). Manager, Transportation Investments (MTI) Dave Amick summarized the recommended FY12-16 capital investment projects. He noted changes to the Program since the draft was presented in June. Some of those include the advance and delay of projects as a result of delivery during the end-of-year review, results of a balancing meeting with LHTAC, reprogramming of unutilized High Priority and Appropriation earmarks from FY11, the addition of emergency relief projects to FY13, and incorporation of recently-approved Safe Routes to School projects.

MTI Amick summarized the public involvement process. During the comment period from July 15 to August 15, 18 comments were submitted to ITD. Eight of those expressed support for safe bicycle and pedestrian routes, two for funding wildlife crossings, and the others for various projects.

Upon approval of the ITIP, staff will ensure that the metropolitan planning organizations' Transportation Improvement Programs are mirrored in the document and will then submit it to FHWA, FTA, and the Environmental Protection Agency. MTI Amick said federal approval is expected towards the end of November.

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

RES. NO. ITB11-45 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 2005 Safe, Accountable, Flexible, Efficient Transportation Equity Act – A Legacy for Users (SAFETEA-LU) requires that a list of projects covering a four-year minimum be provided in a statewide transportation improvement program; and

WHEREAS, the Divisions of Highways, Transportation Performance, and Aeronautics have recommended new projects and updated the costs and schedules for projects in the Recommended FY12-16 ITIP; and

WHEREAS, the Recommended FY12-16 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 FY12-16 ITIP incorporated public involvement and comment whenever appropriate while maintaining a fiscally constrained Program; and

WHEREAS, it is understood that continued development and construction of improvements are entirely dependent upon the availability of future federal and state capital investment funding in comparison to the scope and costs of needed improvements.

NOW THEREFORE BE IT RESOLVED, that the Board approves the Recommended FY12-16 ITIP, which is on file in the Office of Transportation Investments; and

BE IT FURTHER RESOLVED, that staff is authorized to submit the federal format of the Recommended FY12-16 ITIP for approval in accordance with the provisions of SAFETEA-LU.

Monthly Financial Statements and Highway Program Obligations. MTI Amick reported that $278 million had been obligated as of August 31, or about 94% of the project costs. At the same time last year, nearly $377 million had been obligated, or 87%.

Controller Gordon Wilmoth said FHWA Indirect Cost Allocation revenue through the first month of FY12 was $3,522,000, which exceeded the projected amount by $972,000. Miscellaneous state funded revenue of $2,428,000 was $494,000 below the forecast. Highway Distribution Account revenue, excluding ethanol exemption elimination, was $13,851,600. The projected revenue was $14,172,800. Revenue from the ethanol exemption elimination was $1,232,600, which was 7.3% below the projected amount. Revenue to the State Aeronautics Fund from aviation fuels was $81,300, or $67,000 below projections. Controller Wilmoth noted that the negative variances are not alarming at this time, as the report is only for one month of the new fiscal year. He believes the Aeronautics Fund disparity is due to a timing issue with the Tax Commission transferring the funds.

Total expenditures in the American Recovery and Reinvestment Act (ARRA) Title XII Fund for highway projects were $161,244,000, while $178,800,000 had been appropriated. Expenditures for public transportation were $6,603,100 of the $9,200,000 available. Of the $17,400,000 LHTAC-administered ARRA Title XIV funds, $11,225,000 had been expended.

Controller Wilmoth reported that the Department received an FY12 Risk Management Insurance Premium Holiday in the amount of $1,367,100. Staff will determine how to invest this additional revenue for performance.

State Highway Adjustment and Maintenance Agreement. Chief Engineer Tom Cole summarized the Board Subcommittee on State Highway System Adjustments' efforts to transfer the Elba to Almo Highway, also known as the City of Rocks Backcountry Byway, to the state. He presented the cooperative agreement for the transfer of the route and the corresponding maintenance agreement. Cassia County would be responsible for snow removal and some other minor activities on the 16.7 mile route.

Discussion followed on the maintenance agreement, with concern expressed on the terms calling for a review of the agreement at five-year intervals and that either party may terminate the agreement upon 30 days' written notice. Member Gagner expressed concern that the County may terminate the agreement, leaving the Department responsible for snow removal. ITD is already assuming jurisdiction of the road. He believes the County should be responsible for snow removal at a minimum. Vice Chairman Blick countered that if the County does not perform the snow removal duties to an acceptable standard, the Department may want to assume that responsibility. Member Horsch added that the current commissioners may find the agreement acceptable, but new commissioners may decide to terminate it.

Vice Chairman Blick made a motion to send the maintenance agreement back to District 4 and Cassia County for re-negotiation. Member Horsch seconded the motion and it passed unopposed.

District 6 Report. District 6 Engineer (DE) Blake Rindlisbacher reported on some of the District's activities. Staff completed 52 of the 62 items in the FY11 Business Plan, plus some additional items that were added later. Maintenance has been a focus, particularly culverts, guardrails, and fences. An inventory is underway to identify all of the District's assets and log their condition. Some of the construction projects included completing a new interchange on US-20 and the Dubois Rest Area, which is still under construction. The District submitted a number of projects for Excellence in Transportation Awards. Although not all of the projects won an award, DE Rindlisbacher was proud of staff's efforts. Some of those projects included erecting a snow fence on US-20; the Trail and Moose Creek Bridges on SH-33; a culvert project performed by the maintenance crew to improve fish passage on the Upper Salmon Basin Watershed; and eliminating shaded areas along US-20 in Island Park, resulting in a safer roadway.

Chairman Manning thanked DE Rindlisbacher for the report and for his efforts.

New Business. Representative Wood reported on a phone call from a constituent regarding SH-29. She believes there is interest in improving that route on both the Idaho and Montana sides and requested pursuing improvements. Chairman Manning thanked her for relaying those comments and asked DE Rindlisbacher to look into that issue.

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

A discussion was held on legal matters related to litigation related to the issuance of Division of Motor Vehicle permits, agreements on construction projects, litigation against ITD on employment-related matters, the operation of the state highway system, and matters exempt from public disclosure related to contract negotiations.

A discussion was held on personnel matters related to disciplinary actions of employees. The Board also briefly discussed potential re-alignment with the Director.

The Board came out of executive session at 1:30 PM. No final actions or decisions were made.

New Business, Continued. Chief Operations Officer Paul Steinman reported on negotiations with CENTERCAL PROPERTIES, LLC to improve SH-55, Eagle Road. The developer is pursuing the Sales Tax Anticipation Revenue mechanism to recover its costs to improve the highway, estimated at $6 million. He emphasized that no ITD funds would be involved.

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

RES. NO. ITB11-46

WHEREAS, the Idaho Legislature has adopted Idaho Code Section 63-3641, which authorizes developers of retail commercial shopping complexes making improvements to state highways to recoup the costs of such improvements from sales taxes that the complex collects; and

WHEREAS, CENTERCAL PROPERTIES, LLC has and is in the process of developing a commercial shopping complex in Meridian, Idaho; and

WHEREAS, CENTERCAL PROPERTIES, LLC and the Idaho Transportation Department have negotiated an agreement for planning, design, and construction of roadway related improvements on State Highway 55 wherein CENTERCAL PROPERTIES, LLC will be responsible for all costs, including the Department's internal costs of administering contracts; and

WHEREAS, CENTERCAL PROPERTIES, LLC and its consultants will be responsible for obtaining the necessary approvals from the appropriate governmental agencies during construction and be responsible for compliance with all environmental laws; and

WHEREAS, the SH-55 roadway improvements proposed by CENTERCAL PROPERTIES, LLC will provide a public benefit beyond access to the commercial shopping complex; and

WHEREAS, the public will benefit from proposed improvements that will improve travel through and access from and to SH-55 in Meridian and Ada County, Idaho without contribution from the Department's funds.

NOW THEREFORE BE IT RESOLVED, that the Idaho Transportation Board authorizes the Director of the Department to execute an agreement with CENTERCAL PROPERTIES, LLC that has been approved as to form by the Department's Lead Deputy Attorney General.

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

RES. NO. ITB11-47

WHEREAS, in August 2006, the Idaho Transportation Board selected Connecting Idaho Partners to provide management services for the GARVEE Transportation Program; and

WHEREAS, the Idaho Transportation Department subsequently entered into a Program Management Services Agreement with Connecting Idaho Partners that contemplates periodic amendments for the extension of services commensurate with successive Legislative funding authorizations; and

WHEREAS, the Program Management Services Agreement, Amendment 1 and Amendment 2 thereof, provided for Connecting Idaho Partners services for the FY07, FY08, FY09, FY10, and FY11 funding authorizations, respectively; and

WHEREAS, staff has negotiated Amendment 3 to provide for Connecting Idaho Partners services for the FY12 funding authorization on behalf of the Board; and

WHEREAS, Board Policy B-06-08, Professional Service Agreements, requires Board approval for agreements exceeding $1,000,000 and Board Policy B-01-09, Authority to Sign Contracts, authorizes the Director to sign contracts; and

WHEREAS, the Board has reviewed the scope, terms, conditions, and compensation negotiated for Amendment 3 to the Program Management Services Agreement with Connecting Idaho Partners.

NOW THEREFORE BE IT RESOLVED, that the Board approves Amendment 3 to the Program Management Services Agreement, and authorizes the Director to execute the same, upon receipt of a Program Baseline Schedule update from Connecting Idaho Partners that has been approved by the GARVEE Office.

WHEREUPON, the Idaho Transportation Board's regular monthly meeting officially adjourned at 1:35 PM.

signed

DARRELL V MANNING, Chairman
Idaho Transportation Board

Read and Approved
October 27, 2011
Pocatello, Idaho

REGULAR MEETING AND DISTRICT THREE TOUR
OF THE IDAHO TRANSPORTATION BOARD

August 17-18, 2011

The Idaho Transportation Board met at 8:00 AM, on Wednesday, August 17, 2011 in Boise, Idaho. The following principals were present:

Darrell V Manning, Chairman
Jim Coleman, Member – District 1
Janice B. Vassar, Member – District 2
Jerry Whitehead, Member – District 3
Dwight Horsch, Member – District 5
Lee Gagner, Member – District 6
Brian W. Ness, Director
Sue S. Higgins, Executive Assistant and Secretary to the Board

Representative Joe Palmer participated in the morning's activities.

District 3 Tour. The Board visited the Idaho Transportation Department Headquarters' complex for an overview on Ada County Highway District's proposed 30th Street extension. The project will require some ITD right-of-way and will have other impacts to the campus.

The Board traveled SH-55 north. It made numerous stops on the way to Horseshoe Bend for staff presentations and demonstrations on vegetation control, constructing snow chain installation and removal pullouts, striping, stenciling, and signing. At the Horseshoe Bend Port of Entry (POE), electricians and POE staff members provided an overview on their respective duties.

The Board returned to Boise via SH-55 south for a brief tour of the District 3 yard.

WHEREUPON the tour recessed at 3:00 PM.

August 18, 2011

The Board reconvened at 8:40 AM on Thursday, August 18, 2011, at the Idaho Transportation Department, District 3 Office in Boise, Idaho. Chairman Manning and Members Coleman, Horsch, and Whitehead were present.

Board Minutes. Member Coleman made a motion to approve the minutes of the regular Board meeting held on July 13-14, 2011 as submitted. Member Whitehead seconded the motion and it passed unopposed.

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

September 21-22, 2011 – District 6
October 26-27, 2011 – District 5
November 16-17, 2011 – Boise

Consent Calendar. Member Whitehead made a motion, seconded by Member Coleman, and passed unopposed, to approve the following resolution:

RES. NO. ITB11-33 — *NOW THEREFORE BE IT RESOLVED,* that the Idaho Transportation Board approves the FY11 account write off; the revised six year Capital Facilities Program; the delay of SH-19 Railroad Crossing and Pinto Road Railroad Crossing projects to state fiscal year 2012 of the State Rail Program; the addition of the SH-55, Landslide Mitigation Milepost 82 project to state FY12 of the Restoration Program; FY11 Federal Highway Administration Emergency Relief Disaster ID11-01 Program; the 2015 Statewide Rural Functional Classification update; and the contract award; and has

received and reviewed the professional services agreements and term agreement work task report, the speed minute entry changes for July 2011, the return check report for FY11, the summary of FY11 actual versus budgeted out-of-state trips and cost, and the annual report on performance statistics on contracts and procurements.

1) FY11 Account Write Off. ITD policy requires that all uncollectible accounts exceeding $1,000 be reviewed and approved for write-off by the Board. The Director or a designee reviews and approves for write-off all accounts less than $1,000. For FY11, staff requests Board approval to write off 18 accounts totaling $84,821.23, as shown as Exhibit 404, which is made a part hereof with like effect. A total of 178 accounts in amounts less than $1,000 have been determined as uncollectible. The total of these accounts is $40,823.01. The outstanding receivables are more than three years delinquent. Customers are not allowed to do business with ITD until their deficiencies are paid or the statute of limitations is reached.

2) Revised Six Year Capital Facilities Program. The overall goal of the Building Program is to achieve a sustainable design that maintains and extends the useful life of the Department's buildings. The program allocations for alterations, repairs, and statewide preventive maintenance allow the Districts to modernize higher maintenance or inefficient facility components or make safety improvements. Major revisions to the FY14 through FY18 program have been made in response to changes in program requirements. The FY13-18 Capital Facilities Program is shown as Exhibit 405, which is made a part hereof with like effect.

3) Delay SH-19 Railroad Crossing and Pinto Road Railroad Crossing to State FY12 of the State Rail Program. The SH-19 Railroad Crossing, East of Greenleaf, key #12361, and Pinto Road Railroad Crossing, West of Caldwell, key #12362, were programmed for delivery in state FY11. The projects entail non-bid actual cost agreements for $223,000 with the Boise Valley Railroad, LLC for the construction of safety improvements at two rail-highway crossings. The agreements are nearly complete but require changes to the work. The project agreements contain time sensitive cost estimates which, given further delays, will require additional revision and potentially increased costs. Staff requests these projects be delayed to state FY12 of the State Railroad Crossing Program.

4) Addition of SH-55, Landslide Mitigation Milepost 82 to State FY12 of the Restoration Program. Southwest Idaho received a tremendous amount of precipitation in Spring 2011, saturating hillsides above several highways. In April, landslides at Milepost 82 on SH-55 resulted in about 2,000 tons of material on the roadway. Staff requests the addition of the SH-55, Landslide Mitigation Milepost 82 project to state FY12 of the Restoration Program to investigate the properties and characteristics of the hillside and recommend a mitigation plan to prevent future closures of the highway at this location due to landslides. The project will be funded via savings on the US-30, Snake River Bridge to Junction US-95, Fruitland project, key #10529.

5) FY11 Federal Highway Administration (FHWA) Emergency Relief Disaster ID11-01 Program. The State of Idaho has been approved to receive Emergency Relief (ER) funds for Disaster Event 11-01 to repair damage to local federal-aid system roads. The road damage resulted from extreme runoff and flooding due to abnormal snow pack and heavy spring rains in northern and north central Idaho between March 31 and April 11, 2011. The Detailed Damage Inspection Report totaled $6.8 million for 13 locations. Staff requests the addition of 13 projects to the FY11-15 ER Program so permanent repairs may begin. The local sponsors understand that actual reimbursement depends upon Congress allocating ER funds to Idaho.

6) 2015 Statewide Rural Functional Classification Update. Each District reviewed its highways to determine if functional classification changes are necessary. Staff recommends upgrading SH-19 and US-20 west of Caldwell and the addition of the US-93, Twin Falls Alternate Route. The 2015 statewide rural functional classification map is shown as Exhibit 406, which is made a part hereof with like effect.

7) The low bid on key #1509, US-95, Sandpoint to Kootenai Cutoff, District 1, was more than $5 million and exceeded the engineer's estimate by more than 10%, and the total project costs exceed the programmed amount, requiring Board approval. Although the prices for many of the bid items were higher than estimated, the major dollar-amount differences between the engineer's estimate and the low bid was primarily in six asphalt items. Staff did not see evidence of bid manipulation by the contractors. This project is critical to improve safety and to ensure continued

high-level serviceability on US-95. The District has identified the additional funds needed to complete this project. It does not believe re-advertising the project would be beneficial, so recommends awarding the project. Low bidder: Apollo Inc. - $12,718,429.

8) Professional Services Agreements and Term Agreement Work Task Report. From June 24 through July 29, $1,031,881 in new professional services agreements and work tasks were issued. Five supplemental agreements to existing agreements were processed in the amount of $699,200 during this period.

9) Speed Minute Entry Changes for July 2011. The change for SH-44 was due to a lot of activity from approaches.

	Beginning	Ending	Speed Limit	
Route	Milepost	Milepost	Old	New
SH-44	0.000	0.377	55	45

10) Return Check Report for FY11. During FY11, $37,722,135 in checks were received, while 96 checks, or 0.31%, totaling $117,356 were returned. Collection of returned checks equaled $94,547 for an annual collection rate of 80.56%.

11) Summary of FY11 Actual vs. Budgeted Out-of-State Trips and Cost. In FY11, out-of-state travel expenditures totaled $153,246. The budgeted amount was $249,800. In comparison, $147,295 was spent on out-of-state travel in FY10.

12) Annual Report on Performance Statistics on Contracts and Procurements. In FY11, 24,630 purchase orders were processed in the amount of $77,248,621. A total of 42 professional services agreements in the amount of $752,176 and 95 contracts totaling $33,313,069 were processed. The contract dollar amount includes the $27 million contract award for the Division of Motor Vehicles' (DMV) Modernization System. Additionally, 303 informal bids, 78 requests for proposals, and 232 master agreements were issued.

Members Gagner and Vassar joined the meeting at this time.

Board Items. Chairman Manning said he attended the orientation sessions for House Transportation and Defense Committee Chairman Joe Palmer and Co-Chairman Julie Ellsworth. He participated in orientation sessions for Member Horsch and met with legislators to discuss access issues on the SH-44 Eagle Bypass. Chairman Manning mentioned a letter of commendation that Governor Otter sent to Director Ness. The Governor commended Director Ness for the efficiencies he has implemented and his leadership of the Department.

Delegation – Valley Regional Transit (VRT). Kelli Fairless, Executive Director, VRT, summarized changes to VRT's governing structure. The changes are designed to improve efficiency, increase public involvement, and be more accountable to local governments. She summarized the Mobility Development Plan, which updated the 2005 Treasure Valley in Transit Plan, and capital infrastructure activities. She also outlined current and planned projects to expand and enhance transit services in southwestern Idaho.

Chairman Manning thanked Ms. Fairless for the report and for her efforts to address the area's transit needs.

Adopt-A-Highway (AAH) Presentation. Member Whitehead recognized the Payette County Sheriff Inmate Labor Program and the Gem State Kiwanis for participating in the AAH Program. He thanked the groups for their valuable service to the state.

Chairman Manning welcomed Representative Phylis King to the meeting.

Public Transportation Advisory Council (PTAC) District 3 Update. District 3 PTAC Member Kathleen Simko said public transportation efforts in southwestern Idaho are focusing on coordination, efficiency, and accountability. Geographic Information Systems are being utilized to identify and eliminate duplication of service and to improve coordination of routes. Efforts will continue to expand and enhance partnerships, including increasing financial support from the private sector. PTAC Member Simko added that funding continues to be a concern.

Member Gagner expressed concern with the federal operating subsidy of $23.53 per passenger trip for Northwest Trailways in District 3. Transportation Performance Manager (TPA) Randy Kyrias acknowledged that concern. He said the cost is high partly due to the way the system is structured, but he anticipates the per passenger cost to decrease. Member Gagner asked if funding constraints have been considered, such as reducing or eliminating funds to providers whose per passenger costs exceed a certain amount or establishing performance measures related to costs per trip. TPA Kyrias replied that consideration has been given to look at efficiencies; however, the Department has some limitations regarding the Federal Transit Administration funds. He added that good data is needed to establish benchmarks for performance measures. A system is being implemented to assist with data collection.

Community Transit Association of Idaho Executive Director Heather Wheeler commended Judi Watkins for her voluntary efforts. She presented Ms. Watkins the I-Way Leadership Award, noting that her leadership has resulted in better coordination of public transportation services, finding match for rural areas, and improving public transit options in District 3.

Chairman Manning thanked Ms. Simko for her report and congratulated Ms. Watkins for the award in honor of her exemplary efforts.

Director's Report. Director Ness summarized some of his efforts to date as ITD director, including re-alignment, improving transparency, and improving customer service. The Executive Team consists of the Director and four chief executive officers and is responsible for establishing policies and the strategic plan. The Senior Leadership Team, which includes division administrators, chief engineer, and all district engineers, implements the policies. It turns the goals into objectives. Because re-alignment removed some career ladders and promotion opportunities, he believes it is important to reward employees based on their value and contributions.

Chief Operations Officer (COO) Paul Steinman emphasized the Division of Highways' focus on customer service. With revenue concerns and a projected decrease in future federal funding, operating and maintaining the current transportation system will continue to be the highest priority. The Division of Highways will continue to look for efficiencies. Headquarters will focus on the Division's overall direction and provide uniformity. Efforts are underway to streamline program delivery and achieve performance measures. Employees are also being asked to make decisions at a lower level. Training is planned to prepare employees for this change. COO Steinman also presented the district engineers' performance measures.

Work is continuing on developing a new employee performance system, according to Chief Administrative Officer (CAO) Mike Golden. Individual goals will be aligned to the Department's goals. A job and compensation study is underway to address job changes and compensation. He said orientation sessions were held to inform employees of the job and compensation study and plans to develop career paths. Another project underway is to improve cash flow management with the intent of reallocating personnel savings as they occur.

Mary Harker, Chief Human Resource Officer, elaborated on the job study and compensation project and the performance system and their impact on employees. The intent of the job study is to establish core competencies and career paths for employees other than through supervisory duties. Performance and pay is to be tied to core competencies and measurable performance standards and uniformity throughout the Department. Employees will know what is expected of them and how they fit in the Department's mission and strategic direction.

Director Ness said the new Strategic Plan should be developed by the end of this year. Objectives will then be established based on those goals. Another change will establish a common performance review date for all employees. The Executive Team will review the progress of this initiative quarterly and will provide a report to the Board annually. He added that the Department is working closely with the Division of Human Resources on the performance system project and job study.

Member Gagner expressed support for the Department's performance measures. He believes commendable progress has been made to establish and track the performance measures.

De-designation of a Portion of the Wild Horse State Scenic Byway. The Board revisited the request of Boundary County to de-designate a portion of the Wild Horse Scenic Byway. Boundary County Commissioner Dan Dinning and Representative George Eskridge stated their support for the de-designation.

Deputy Attorney General (DAG) Larry Allen summarized statutes and regulations related to scenic byways. He noted that if states are not in compliance with the regulations, up to 10% of federal funding may be withheld.

Chairman Manning asked if the route would still be recognized as a National Scenic Byway and All American Road if the Board de-designates a portion of the state scenic byway. FHWA Division Administrator Pete Hartman replied that the de-designation of a portion of a state scenic byway would result in the de-designation of that portion on the national system. The state scenic byway is the underlying or controlling designation. He emphasized that scenic byways cannot be de-designated to avoid compliance with sign regulations. DAG Allen replied that his interpretation is that the Secretary of the U.S. Department of Transportation is responsible for de-designating national byways.

Members Coleman and Whitehead noted the economic importance of the area in question, particularly with access to the airport.

The Board directed staff to pursue designation of the scenic byway in two segments: US-95 from Sandpoint to Naples and US-95 from the junction of US-2 to the junction of SH-1 and SH-1 to the Canadian border.

Performance Measurement Report for ITD. Senior Research Analyst Brian Shea presented the proposed Performance Measurement report, which is due to the Division of Financial Management and Legislative Services Office by September 1. In addition to reporting on the Department's performance, the document also provides an overview on ITD, including its revenue and expenditures, cases managed, and performance highlights.

Some discussion was held on the economic importance of transportation. Member Coleman believes identifying the impact that ITD has on the economy would be beneficial.

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

RES. NO. ITB11-34

WHEREAS, Idaho Code 67-1901 – 67-1904 requires that all state agencies must submit an annual Performance Measurement Report on or before September 1; and

WHEREAS, the Performance Measurement Report provides an agency overview; identifies core functions of the department; outlines state fiscal year revenues and expenditures; supplies the number of cases managed and key services provided by the department; summarizes the department's key performance highlights and awards; and reports on the department's performance measures and benchmarks; and

WHEREAS, in accordance with Idaho Code 67-1904, the Director certifies that the data provided in the Performance Measurement Report has been internally assessed for accuracy.

NOW THEREFORE BE IT RESOLVED, that the Idaho Transportation Board has reviewed and found that the information in the report is acceptable and should be submitted in accordance with Idaho Code.

Risk Management for the DMV Modernization Project. CAO Golden reported that the Project Management Office (PMO) received an award last month. The group was recognized for its exemplary work to complete projects on time and on budget.

PMO Manager Shannon Barnes identified the risks with the DMV modernization project, notably the numerous stakeholders. A phased approach to the project has been implemented to mitigate organizational risk, improve resource management, and increase internal controls. Organizational changes include training, onsite help, making process changes early, communication, and stakeholder participation.

Motor Vehicle Administrator Alan Frew reported that the project is currently on time and on budget. Activities that were completed this past quarter include transitioning to central issuance of drivers' licenses and identification cards; conducting solution validation sessions with the contractor for dealers and finance; and completing data staging data dictionary, although data cleansing is continuing. He added that reports will be provided to the Board on a quarterly basis at a minimum.

Chairman Manning thanked staff for the report and for their efforts on this important project.

Revisions to IDAPA 39.02.76, Rules Governing Driver's License Renewal-by-Mail Process. Driver's License Program Supervisor Lynn Rhodes requested revisions to IDAPA 39.02.76 to allow for future electronic renewal procedures and to delete references to out-dated procedures.

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

RES. NO. ITB11-35 WHEREAS, individuals who renew their driver's license by mail receive a new digitized driver license and no longer receive a sticker to place on the back of the card; and

WHEREAS, driver licenses may be renewed electronically in the future as part of the Division of Motor Vehicle modernization; and

WHEREAS, social security numbers no longer appear on driver licenses; and

WHEREAS, individuals not lawfully present in the United States are not eligible to be issued an Idaho driver's license.

NOW THEREFORE BE IT RESOLVED, that the proposed changes to IDAPA 39.02.76 are adopted by the Idaho Transportation Board in accordance with the Idaho Administrative Procedure Act, Title 67, Chapter 52, Idaho Code, and with the rule-making requirements of the Idaho Transportation Department, and subject to final approval by the 2012 legislature.

GARVEE Program Overview. GARVEE Program Manager (GPM) Amy Schroeder provided an update on the GARVEE Program. The US-95, Worley to Setters and I-84, Cole to Broadway corridors have been completed. The I-84, Caldwell to Meridian and US-30, McCammon to Lava Hot Springs projects are underway and are expected to be finished by 2012. All of the projects in the US-95, Garwood to Sagle corridor have been awarded and should be completed by 2013. Right-of-way acquisition is underway on the SH-16, Junction I-84 to SH-44 corridor. Construction from SH-44 to US-20/26 is scheduled to begin next year. The right-of-way budget has been increased by $5 million. The Department realized savings on other GARVEE projects, which may result in a lower bond amount for the SH-16 construction bond, anticipated to be issued early next year.

GPM Schroder said the Department received legislative authority to bond $855 million. Five bond series have been sold totaling $732 million. Contracts to date total $686 million, with $605 million expended. ITD issued 188 construction and supply contracts utilizing 152 consultants and contractors.

Member Coleman referenced the legislative cap that the debt service shall not exceed 30% of federal funds. With projections of federal funding decreasing up to 30%, he asked if the Department will exceed the legislature's 30% cap. CAO Golden replied that the Department will meet the legislative requirements, partly due to savings realized.

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

RES. NO. ITB11-36 WHEREAS, the Idaho Transportation Board is charged with determining the timeframe and scope of improvements for the State Transportation System; and

WHEREAS, Idaho Code 40-315 authorizes federal-aid debt financing through the issuance of Grant Anticipation Revenue Vehicle (GARVEE) bonds by the Idaho Housing and Finance Association for

highway transportation projects; and

WHEREAS, legislative appropriations enacted in 2006, 2007, 2008, 2009, 2010, and 2011 authorized the issuance of GARVEE bonds to finance a total of $855 million in projects; and

WHEREAS, the Board is granted the statutory responsibility and duty to allocate GARVEE bond proceeds among legislatively authorized projects, including the following:

US-95, Garwood to Sagle
US-95, Worley to Setters
SH-16 Extension, I-84 to South Emmett
I-84, Caldwell to Meridian
I-84, Orchard to Isaacs Canyon
US-30, McCammon to Soda Springs; and

WHEREAS, bid savings are available from the US-95, Garwood to Sagle projects; and

WHEREAS, reserving additional contingency for the ongoing right-of-way acquisition on SH-16, Junction I-84 to SH-44 project will reduce program risk related to unforeseen property acquisition and condemnation costs.

NOW THEREFORE BE IT RESOLVED, that the Board approves the GARVEE fiscal year 2012 Updated Working Plan Summary (August 2011 version), which is on file in the GARVEE Program Office, a copy of which has been provided to the Board.

Executive Session on Personnel and Legal Issues. Member Coleman made a motion to meet in executive session at 12:10 PM to discuss personnel and legal issues as authorized in Idaho Code Section 67-2345(b) and (f). Member Gagner seconded the motion and it passed 5-0 by individual roll call vote.

A discussion was held on legal matters related to litigation related to the issuance of DMV permits, a proposed settlement agreement on a construction project, and a summary judgment briefing.

A discussion was held on personnel matters related to disciplinary actions of employees, recent position vacancies and how those vacancies would be filled. The Board also briefly discussed re-alignment with the Director.

The Board came out of executive session at 1:20 PM. No final actions or decisions were made.

Development of Communications Plan. Government Affairs Manager Mollie McCarty reported that a communications plan was developed to articulate and strengthen ITD's positions on issues and highlight successes. Some external activities target the public and elected officials, including one-on-one communication with legislators, distributing news releases to legislators, and meeting with partners such as local public agencies.

Jeff Stratten, Manager, Communications Office, emphasized the importance of internal communication. An employee newsletter is published weekly with Department news, construction updates, and other items of interest. The Direct from the Director columns and staff meetings are also valuable tools to communicate internally. He also summarized various external publications and traditional and social media tools that inform constituents of ITD's activities and highlight accomplishments.

Chairman Manning thanked staff for the presentation.

End of FY11 Adjustments to the Federal-Aid Formula Highway Program. Manager, Transportation Investments (MTI) Dave Amick requested approval to modify the FY11 Federal-Aid Formula Highway Program based upon project readiness and available funds. As of July 20, $337.7 million of the available $343 million has been committed. Based on project readiness, $504,000 of projects are expected to delay. Staff is requesting $3.5 million for cost increases for FY11 projects and $7.8 million to advance preservation projects. MTI Amick summarized the program adjustments,

anticipated project removals and delays, and list of additional project requests. The plan provides $1.9 million for LHTAC for design and construction of the emergency flood repairs. The federal funds will be returned for statewide use upon future receipt of emergency relief funds from the U.S. Congress.

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

RES. NO. ITB11-37

WHEREAS, it is in the public interest for the Idaho Transportation Department to accomplish a current, realistic, and fiscally constrained Highway Transportation Investment Program; and

WHEREAS, it is the intent of the Idaho Transportation Board to effectively utilize all available federal-aid highway funding; and

WHEREAS, the Safe, Accountable, Flexible, Efficient Transportation Equity Act - A Legacy for Users (SAFETEA-LU) requires that a priority list of projects covering a minimum four-year period be provided in a federally-approved Statewide Transportation Improvement Program (STIP); and

WHEREAS, as of July 20, 2011, the estimated balance of $343 million in available funds is $5.4 million; and

WHEREAS, projects have been identified that will delay from FY11 totaling $.504 million; and

WHEREAS, projects have been identified requiring cost increases of $3.5 million; and

WHEREAS, a prioritized list of projects has been identified that are ready should additional funding become available; and

WHEREAS, the result of these proposed delays, cost increases, and advances will fully utilize the FY11 federal and state highway funding of $343 million.

NOW THEREFORE BE IT RESOLVED, that the Board authorizes staff to delay projects in the list entitled "Requested Delays" and advance projects in the list entitled "Projects for End of Year Funding Balance", as shown as Exhibit 407, which is made a part hereof with like effect, in priority order as projects are delivered and as funding becomes available; and

BE IT FURTHER RESOLVED, that staff is authorized to make the appropriate changes to the federally-approved FY11-15 STIP in accordance with the provisions of SAFETEA-LU.

Monthly Financial Statements and Highway Program Obligations. MTI Amick reported that $257 million had been obligated as of July 31, or about 87% of the project costs in the current STIP. At the same time last year, nearly $323 million had been obligated, or 75%.

Controller Wilmoth said FHWA Indirect Cost Allocation revenue through the end of FY10 was $48,384,824, which exceeded the projected amount by $23,384,824. Miscellaneous state funded revenue of $32,829,355 was $309,074 above the forecast. Highway Distribution Account revenue, excluding ethanol exemption elimination, was $178,525,725. The projected revenue was $176,084,500. Revenue from the ethanol exemption elimination was $15,360,052, which was 1% below the projected amount. Revenue from the Equipment Buy Back Program was $11,345,400.

Revenue to the State Aeronautics Fund from aviation fuels was $1,810,948, or $360,948 above projections. Total expenditures in the American Recovery and Reinvestment Act (ARRA) Title XII Fund for highway projects were $160,685,260, while $178,800,000 had been appropriated. Expenditures for public transportation were $6,602,300 of the $9,200,000 available. Of the $17,400,000 LHTAC-administered ARRA Title XIV funds, $10,543,466 had been expended.

FY13 Proposed Budget Request. Economics and Research Manager Doug Benzon presented the revised revenue forecast. The projected revenue to ITD from all sources of funding in FY13 is $539,240,700. He noted the revenue forecast is essentially flat. He does not anticipate revenue increasing to the FY07 level until FY15, partly due to the poor economy and the improved fuel efficiency of vehicles.

Senior Budget Analyst Joel Drake summarized the proposed FY13 budget request. Some highlights include 1,827.5 full-time positions; $25.7 million for replacement equipment; and over $235 million for contract construction. The request includes three line items totaling almost $20.8 million, including over $19 million for contract construction.

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

RES. NO. ITB11-38

WHEREAS, the FY13 Idaho Transportation Department budget request will be 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 FY13 budget request summary.

NOW THEREFORE BE IT RESOLVED, that the Board agrees with the budget request estimates and guidance provided as presented in the Department Summary and Certification, submitted for approval August 18, 2011, as shown as Exhibit 408, which is made a part hereof with like effect, and authorizes the estimates and guidance provided to serve as the basis for the budget request to be submitted to the Division of Financial Management and Legislative Services Office on or before September 1, 2011.

Old US-10, also known as Coeur d'Alene Lake Drive, System Adjustment. Chief Engineer Tom Cole mentioned efforts underway to relinquish the approximate 5.5 mile Coeur d'Alene Lake Drive to the City of Coeur d'Alene. The City is in the process of applying for a grant to construct a boat ramp along the road. The City of Coeur d'Alene requested a letter of understanding indicating the Department's intent to transfer the route.

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

RES. NO. ITB11-39

WHEREAS, during its July 14, 2011 Idaho Transportation Board Subcommittee on State Highway System Adjustments meeting, subcommittee members met with representative from the City of Coeur d'Alene to discuss transferring ownership of former US-10, also known as Coeur d'Alene Lake Drive, from the Idaho Transportation Department to the City; and

WHEREAS, according to discussions, approximately 5.5 miles of former US-10 would be transferred to the City of Coeur d'Alene upon agreeable terms as negotiated; and

WHEREAS, it is anticipated that the Department would prepare an agreement for the conveyance of the facility along with all of the assembled documentation; and

WHEREAS, the City also requested a letter of understanding of its desire to begin development of a public boat ramp in anticipation of the future agreement and conveyance of the facility.

NOW THEREFORE BE IT RESOLVED, that the Board approves the Letter of Understanding to be signed and sent to the City of Coeur d'Alene, as shown as Exhibit 409, which is made a part hereof with like effect.

Idaho Traffic Crashes 2010 and Highway Safety Performance Plan FY12. Brent Jennings, Highway Safety Manager (HSM), said the goal of the Highway Safety Grant Program is to reduce deaths, serious injuries, and economic losses resulting from traffic crashes by implementing programs to address driver behaviors. In 2010, there were 209 fatalities and 11,725 injuries as a result of traffic crashes in Idaho. The state's fatality rate was 1.34, which is higher than the national rate of 1.09 fatalities per 100 million annual vehicle miles traveled. The primary contributors to traffic deaths

in Idaho were unrestrained motorists, impaired drivers, and aggressive driving.

HSM Jennings presented the FY12 Highway Safety Performance Plan. It is prepared annually in accordance with federal requirements to identify and address Idaho's most critical behavior-related highway safety problems. Total funding for FY12 is $7.2 million. Some of the focus areas are safety restraints, impaired drivers, and aggressive driving. The Plan was approved by the Idaho Traffic Safety Commission at its June meeting.

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

RES. NO. ITB11-40

WHEREAS, Idaho experienced 22,555 reportable traffic crashes, 209 traffic deaths, and 11,725 people injured in 2010; and

WHEREAS, the economic cost of traffic crashes in Idaho for 2010 was just short of $2.5 billion; and

WHEREAS, Idaho's fatality rate for 2010 was 1.34 fatalities per 100 million annual vehicle miles traveled, which is higher than the estimated national rate of 1.09 fatalities per 100 million annual vehicle miles traveled; and

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

WHEREAS, the National Highway Traffic Safety Administration (NHTSA) may allocate about $6.2 million in funding behavior safety programs for Idaho to reduce traffic deaths and serious injuries; and

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

WHEREAS, the Idaho Traffic Safety Commission and the Office of Highway Safety have developed the Highway Safety Performance Plan for federal fiscal year 2012 to reduce Idaho traffic deaths, serious injuries, and economic losses; and

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

NOW THEREFORE BE IT RESOLVED, that the Idaho Transportation Board adopts the Highway Safety Performance Plan for federal fiscal year 2012, which is on file in the Office of Highway Safety.

District 3 Report. District 3 Engineer (DE) Dave Jones reported on some of the District's activities. Some design and construction innovations included addressing hydraulics issues on the New York Canal project, new concrete paving technique on I-84, and utilizing a stress absorbing fiberglass layer with emulsified asphalt to address cracks in roadways. District staff repaired a log-jammed blocked culvert on US-95 in a timely and cost-efficient manner. The District debuted an on-line meeting to improve the public's access to information on a SH-55 project. In conclusion, he stated that the District continuously looks at new and innovative approaches.

Chairman Manning thanked DE Jones for the report and for his efforts to improve and to increase efficiency.

Delegation – Ada County Highway District (ACHD). ACHD Commissioner Dave Case expressed appreciation for the partnership that ACHD and ITD have established. He noted the importance of the State Street/SH-44 corridor and the long-term vision to address the growing needs of that route.

Sabrina Anderson, Planning Manager, elaborated on the long-term vision for State Street. Challenges include balancing land use, transportation, and existing neighborhoods. Projections indicate nine lanes of traffic will be needed in the future. Some near-term projects include Intelligent Transportation System activities and access management. Medium- and long-term plans include roadway widening and intersection and pedestrian improvements. The total cost of the project for the 23-mile corridor is estimated at $423 million. Ms. Anderson said District 3 has been involved in

the project.

Some discussion followed on projected bus traffic and High-Occupancy-Vehicle lanes. It was noted that the road is a heavy commuter route.

Chairman Manning thanked the delegation for the overview on this important project.

New Business. DAG Allen said through mediation, a settlement agreement has been reached with Debco on the US-12, Junction SH-7, Orofino project in District 2. He recommends approval of the agreement.

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

RES. NO. ITB11-41

WHEREAS, Ascorp, Inc. dba Debco Construction, Inc. has filed a contract claim with the Idaho Transportation Department over the construction of the US-12, Junction SH-7, Orofino project, known as project #ST-4200(635); and

WHEREAS, Debco Construction has the matter pending before the American Arbitration Association; and

WHEREAS, the Idaho Transportation Department and Debco Construction agreed to conduct a non-binding mediation where an agreement has been reached for settlement; and

WHEREAS, the parties have entered into a written agreement setting forth the terms of the settlement.

NOW THEREFORE BE IT RESOLVED, that the Idaho Transportation Board approves the settlement on the Ascorp, Inc. dba Debco Construction, Inc. contract claim on the US-2, Junction SH-7, Orofino project.

WHEREUPON, the Idaho Transportation Board's regular monthly meeting officially adjourned at 3:50 PM.

signed
DARRELL V MANNING, Chairman
Idaho Transportation Board

Read and Approved
September 22, 2011
Rigby, Idaho

REGULAR MEETING AND DISTRICT ONE TOUR
OF THE IDAHO TRANSPORTATION BOARD

July 13-14, 2011

The Idaho Transportation Board met at 8:30 AM, on Wednesday, July 13, 2011 in Coeur d'Alene, Idaho. The following principals were present:

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

Senator Jim Hammond was also present.

District 1 Tour. The Board traveled Coeur d'Alene Lake Drive. City of Coeur d'Alene officials joined the Board as it discussed the possible relinquishment of the road to the city.

The Board stopped at the Coeur d'Alene Airport. Airport Manager Greg Delavan expressed support for comprehensive airport land use planning legislation. The group toured Empire Airlines' facility and learned about its operation.

The tour continued north on US-95 to Silverwood Theme Park where it met with Nancy DiGiammarco, Director of Marketing, Sales and Public Relations. She expressed appreciation for the improvements to US-95, particularly the planned interchange at Bunco Road.

The Board traveled north on US-95 and east on SH-54 to Farragut State Park. Park Manager Randall Butt provided an overview on the park and elaborated on the good working relationship with the Idaho Transportation Department.

The tour continued west on SH-54, south on US-95, and west on SH-53 to Rathdrum. Rathdrum Mayor Victor Holmes thanked ITD and the Kootenai Metropolitan Planning Organization for identifying funds to replace the SH-53/SH-41 bridge in FY12.

The group traveled south on SH-41. After viewing the proposed location of the I-90, Beck Road Interchange, it traveled east on I-90 to the Huetter Rest Area. Port of Entry staff and Idaho State Police Officer Walter Youngren discussed efforts to address safety, particularly through vehicle inspections.

The tour continued east on I-90 to Coeur d'Alene.

WHEREUPON the tour recessed at 2:45 PM.

July 14, 2011

The Board reconvened at 8:00 AM on Thursday, July 14, 2011, at the Idaho Transportation Department, District 1 Office in Coeur d'Alene, Idaho. Chairman Manning and Members Horsch, Vassar, and Whitehead were present.

Chairman Manning welcomed Senator Shawn Keough and Representative George Eskridge to the meeting.

Board Minutes. Member Whitehead made a motion to approve the minutes of the regular Board meeting held on June 15-16, 2011 as submitted. Member Vassar seconded the motion and it passed unopposed.

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

August 17-18, 2011 – District 3
September 21-22, 2011 – District 6
October 26-27, 2011 – District 5

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

RES. NO. ITB11-28 — *NOW THEREFORE BE IT RESOLVED,* that the Idaho Transportation Board has received and reviewed the FY11 annual report of activities to the Board of Examiners, contract award information, the professional services agreements and term agreement work task report, the speed minute entry changes for May and June 2011, administrative and legal settlements of right of way acquisitions, and the annual report on expenditures from the State Railroad Grade Crossing Protection Fund.

1) FY11 Annual Report of Activities to the Board of Examiners. ITD did not submit any items to the Board of Examiners during FY11.

2) Contract Awards. Keys #9780 and #11893 – US-95, Garwood to Sagle, Chilco Stage and Garwood to Sagle, Silverwood Stage, District 1. Low bidder: Scarsella Brothers, Inc. – $35,932,533.

Key #11045 – I-84, Regina to Cleft, Eastbound, District 3. Low bidder: Concrete Placing Company, Inc. - $10,422,555.

Key #12066 – I-84, Cotterell Interchange to Cotterell Port of Entry, District 4. Low bidder: Knife River Corporation – Northwest DBA Knife River - $2,415,349.

Key #12408 – SH-75, Hailey to Ketchum, District 4. Low bidder: Knife River Corporation – Northwest DBA Knife River - $5,000,000.

Keys #12092 and #12094 – I-86, End of Eastbound/Westbound Ramps to Maintenance Crossover, Power County and Bannock County Line to Eastbound/Westbound Ramps Interchange #61, Chubbuck, District 5. Low bidder: Staker & Parson Companies dba Jack B. Parson Companies - $13,743,896.

Key #12112 – US-93, SH-75, etc. – FY12 District 6 Districtwide Sealcoats. Low bidder: Kloepfer, Inc. - $2,301,766.

3) Professional Services Agreements and Term Agreement Work Task Report. From May 27 through June 23, $1,280,700 in new professional services agreements and work tasks were issued. Six supplemental agreements to existing agreements were processed in the amount of $366,800 during this period.

4) Speed Minute Entry Changes for May and June 2011. The changes for US-95 correct the speed minute entry variances, minimize the number of speed limit changes over a short segment of road, and bring the posted speed limits into closer conformance with the measured driving speeds. The speed minute entries for US-93 establish the official speed limits for the newly constructed Twin Falls Alternate Route.

	Beginning	Ending	Speed Limit	
Route	Milepost	Milepost	Old	New
US-95	60.368	60.568	65	45
US-95	60.568	60.585	65	35
US-95	60.585	61.328	45	35
US-95	61.328	62.570	65	55

US-95	62.570	63.256	55	45
US-95	64.614	64.808	45	35
US-93	41.498	47.222		60
US-93	47.222	48.425		45
US-93	48.425	49.455		35

5) Administrative and Legal Settlements of Right of Way Acquisitions. From December 28, 2010 through June 24, 2011, the Right of Way Section processed 89 parcels. There were 41 administrative settlements and 1 legal settlement during this time frame.

6) Annual Report on Expenditures from the State Railroad Grade Crossing Protection Fund. In FY10, $33,832 was expended for educational and safety activities to promote public safety, matching funds for federal-aid Highway Safety - Federal Rail projects, and training on project development and inventorying public railroad – road crossings. Anticipated expenditures for FY11 are $252,226. During calendar year 2010, there were 12 vehicle-train collisions, resulting in no fatalities, 2 injuries, and 10 property damage incidents.

Board Items. Chairman Manning said he met with staff on legal issues and with Stuart Davis, Executive Director, Idaho Association of Highway Districts, to discuss Local Highway Technical Assistance Council (LHTAC) funding issues. Director Ness and he also met with Congressman Mike Simpson to discuss federal transportation funding and related issues and the National Environmental Protection Act. A meeting is scheduled next month with Senator Mike Crapo to discuss those same topics.

Vice Chairman Blick and Members Coleman and Gagner and Deputy Attorney General Larry Allen joined the meeting at this time. They had been attending a Board Subcommittee on State Highway System Adjustments' meeting.

Delegation – Bonner County Area Transportation Team (BCATT). BCATT Chairman Lewis Rich thanked the Board for the various improvements being made to the transportation system in the area. He believes BCATT plays a valuable role in addressing transportation issues in the region. He thanked ITD for its participation on BCATT and for its communication. BCATT Chairman Rich acknowledged Director Ness's efforts to improve efficiency. He welcomed Member Horsch to the Board and thanked him for his willingness to serve in this capacity. He recognized the Bonner County legislators for their active involvement in transportation. In conclusion, he thanked the Board for its dedicated service to the state.

Chairman Manning thanked BCATT Chairman Rich for his comments and for his efforts to address the area's transportation issues.

Delegation – City of Sandpoint. Sandpoint Mayor Gretchen Hellar acknowledged her apprehensions with the construction of the US-95, Sandpoint Byway project. She was pleased to report that the construction is going well. If issues arise, they are addressed quickly. She emphasized the importance of a good transportation system, particularly for economic development and to move freight safely and efficiently. Mayor Hellar expressed support to relocate US-2 from downtown Sandpoint. Efforts are underway, with a project referred to as "the curve" project. She added that the City would like to assume jurisdiction of the old US-95 and US-2 in downtown upon completion of the US-95, Sandpoint Byway and US-2 curve projects.

Chairman Manning thanked Mayor Hellar for addressing the Board.

Delegation – City of Ponderay. Carol Kunzeman, Mayor of Ponderay, thanked the Board for the various transportation improvements underway in the Ponderay area. She praised the District staff for its assistance and acknowledged the good partnership with the Federal Highway Administration (FHWA) and the area's legislators. Mayor Kunzeman reported on the establishment of Selkirk Pend Oreille Transit (SPOT). Several communities recognized the need for public transportation and worked cooperatively to provide that service.

Chairman Manning thanked Mayor Kunzeman for her remarks.

Delegation – SPOT. SPOT Manager Marion Johnson elaborated on the newly-created public transportation service. A federal stimulus grant enabled the partnership of four cities to create the transit service. It has increased mobility for the area's citizens and has been well received. Manager Johnson believes the service is sustainable, as there is a need for it. Efforts are underway to track data and reduce costs. She thanked the Board for its support.

Chairman Manning thanked SPOT Manager Johnson for the report and commended the communities for establishing this important service.

Delegation – City of Post Falls. Post Falls Mayor Clay Larkin thanked the Board for its time. He also recognized ITD staff for its assistance. He reported that the Finding of No Significant Impact on the I-90, Beck Road Interchange is expected in August and construction should commence soon after that. He believes that project will be a catalyst for economic development. He summarized efforts to date on the proposed I-90, Greensferry project, noting the valuable contributions of the Urban Renewal Agency to advance this project. It provided funding for the environmental process; however, due to extensive requirements, that has not been completed. There is some concern that the Urban Renewal Agency did not get what it paid for. Recent legislation now establishes expiration dates for urban renewal agencies. In a recent vote, the Post Falls City Council did not extend its Urban Renewal Agency, so it will expire in 2015. Mayor Larkin reported that the Greensferry project is now dead unless ITD provides the funding.

Chairman Manning mentioned that the Board traveled through Post Falls yesterday and discussed the various transportation concerns. He acknowledged the needs in the area and believes the Board will consider the Greensferry project if additional funding becomes available.

Delegation – Boundary County. Boundary County Commissioner Dan Dinning requested the de-designation of a portion of the Wild Horse Trail Scenic Byway. Although the commissioners supported the designation of the scenic byway initially, they did not understand the restrictions of that designation. Scenic byway regulations conflict with the county's ordinances related to commercial development and, specifically, off-premise signs.

Member Vassar believes the Scenic Byway Advisory Committee does not support the de-designation of a portion of this byway. Vice Chairman Blick expressed concern that the de-designation may set a precedent. Member Vassar asked DAG Allen to provide information on the exemption, including the Board's authority. Member Coleman expressed support for businesses and economic vitality; however, he concurred with the need for additional information on this issue from staff.

Adopt-A-Highway (AAH) and Volunteer Services Presentation. Member Coleman thanked Katie Burke for participating in the AAH Program. He commended her service to the state, noting the valuable assistance she provides to the Department.

Member Coleman referenced the Department's Volunteer Services Program. He thanked Ernie Carr for assisting travelers at the Huetter Rest Area and for coordinating the schedule for other non-profit organizations to volunteer at the rest area.

Delegation – Solar Roadways. Scott Brusaw summarized the FHWA grant he received to develop solar panels for highways. He was recently awarded an additional $750,000 grant for phase II. The energy generated from these panels could be used for purposes such as lighting. LED lights in the panels could warn motorists to use caution or slow down. The lights could also be placed in crosswalks, making pedestrians more visible. In addition to the safety applications, the energy could be used to re-charge electric vehicles or sold to utility companies. The panels have a life expectancy of approximately 20 years; however, the panels could then be refurbished. Mr. Brusaw believes the cost to install these panels on a highway would be approximately $4.4 million per lane mile.

Director Ness said Chief Operations Officer (COO) Paul Steinman and Chief Engineer (CE) Tom Cole toured the Solar Roadways facility earlier this week. He believes there may be an opportunity to test the solar panels at rest areas, ports of entry, or parking lots.

Chairman Manning thanked Mr. Brusaw for the informative presentation.

Public Transportation Advisory Council District 1 Update. District 1 Mobility Manager Cliff Warren summarized the various public transportation providers in the region. Efforts are underway to consolidate the seven providers. Some of the other public transportation activities include exploring options to provide additional services, establishing a transit center, broadening awareness of mobility, updating the public transportation plan, and developing more partnerships. Mr. Warren added that some of the goals are to improve coordination, avoid duplication, and increase funding.

Chairman Manning thanked Mr. Warren for his report and for his efforts on this important issue.

Overlegal Permits Fees. Motor Vehicle Administrator (MVA) Alan Frew summarized the analysis to determine if the Department was collecting the appropriate fees for all overlegal permits, including super loads. A gap analysis was conducted, resulting in the recommendation to increase fees for permits that require more staff time or extraordinary services. Staff intends to formally evaluate the overlegal permit program costs every two years. Additionally, the overlegal permit program costs will be reviewed annually to determine if a significant increase in program costs occurred.

Member Vassar expressed support for the recommendation. She believes it will enable the Department to recover more costs, while those that require extra services will pay for the additional work.

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

RES. NO. ITB11-29 WHEREAS, the Idaho Transportation Department staff formed a process improvement team to review the Overlegal Permit program and recommend a fee structure that ensures that program revenues fully offset program costs; and

WHEREAS, staff recommends that overlegal permit program fees be increased to offset program costs; and

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

WHEREAS, the Board finds the changes to IDAPA 39.03.21 necessary to ensure that appropriate overlegal permit administrative fees are collected to maintain revenue neutrality of the Overlegal Permit program.

NOW THEREFORE BE IT RESOLVED, that the Board approves changes to the following rule:
Modify Rule 39.03.21 – Rules Governing Overlegal Permit Fees to modify overlegal permit administrative fees based on complexity of the permit issuance, staff involvement and required updates to the maps and attachments required for annual overlegal permits to ensure that a revenue neutral Overlegal Permit program is achieved; and

BE IT FURTHER RESOLVED, that the Board directs staff to submit the changes as listed above for Rule 39.03.21 and proceed through the administrative rule promulgation process.

Trucking Advisory Council. ITD created a Motor Carrier Advisory Committee (MCAC) in 1985 to review proposed regulations, statutes, and general issues relating to motor carriers. A Governor's Executive Order moved committee oversight from ITD to the Governor in 1987. MVA Frew said Governors continued to re-establish the MCAC through Executive Orders until February 2010. Because staff believes the MCAC was a valuable group, he requested creating a Trucking Advisory Council (TAC) to replace the MCAC. This Council would advise the Board on issues and policies concerning freight transportation, trucking safety, and services in Idaho. Membership would consist of six members, one from each District, with the immediate past Chair of the Idaho Trucking Association as an ex officio member. The TAC would be required to report to the Board annually on recommendations, activities, goals, and objectives.

Vice Chairman Blick expressed support for the TAC; however, he encouraged appointing members from all segments

of the trucking industry to the Council.

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

RES. NO. ITB11-30

WHEREAS, the Governor's Motor Carrier Advisory Committee (MCAC) existed for many years as an important tool to provide the Idaho Transportation Department with valuable information regarding trucking and freight issues; and

WHEREAS, the Governor's Office, in close consultation with stakeholder agencies, determined not to renew the Governor's Executive Order, disbanding the MCAC in February 2010; and

WHEREAS, the Department recognizes the ongoing need to stay involved with Idaho truckers as stakeholders in freight management and highway transport; and

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

NOW THEREFORE BE IT RESOLVED, that the Board approves Board Policy B-30-04, forming the Trucking Advisory Council; and

BE IT FURTHER RESOLVED, that the Board directs staff to prepare an accompanying administrative policy to the approved Board policy and recommend TAC members to the Board.

Central Issue Rollout – Project Completion. Driver Services Manager (DSM) Ed Pemble reported on the transition to the central issue of drivers' licenses. It was accomplished on schedule and within budget; however, there are a few technical and operational issues that still need to be addressed. The county examiners are still acclimating to the new system. Two locations have experienced customer lines; however, these are the same counties that had lines before the transition to central issue. When compared to the old system, the new system is able to handle an equal or greater number of daily transactions, even with the newly added task of document scanning. Staff will continue to investigate ways to streamline processes and minimize transaction times.

Overall, DSM Pemble believes the public has been accepting of minor inconveniences typical of a rollout of this size and complexity. Numerous communication tools were utilized in advance to inform and educate the public on the change.

Member Coleman questioned the lines at the Kootenai County facility. DSM Pemble said he met with the sheriff's office to discuss that concern. The county is improving coverage and expanding the hours of service; however, it currently has four terminals to serve customers, but eight to ten are needed for the amount of traffic it receives. In response to Member Coleman's question on the feasibility of establishing a satellite office in Post Falls, DSM Pemble replied that the county has requested funding in its budget to expand to Post Falls, but that has not been approved to date.

Chairman Manning thanked DSM Pemble for the update and for the overall success of the transition to central issuance.

Director's Report. Director Ness thanked District 1 for its hospitality this week; both in conjunction with his meetings with employees earlier this week and for the Board's visit. He reported on a number of meetings he attended the past month. District 3's maintenance facility in Meridian was discussed with City of Meridian officials. The Division of Human Resources reviewed plans for ITD's new performance management system. Idaho State Police is interested in partnering with ITD on its performance management system and is also interested in exploring additional partnership opportunities. Discussions with Ada County Highway District focused on sharing data, a traffic operations center, and continuing partnership efforts.

Director Ness said ITD hosted the American Association of State Highway and Transportation Officials'

Subcommittee on Traffic Engineering and the summer meeting of the National Committee on Uniform Traffic Control Devices in Boise last month. He acknowledged Highway Safety Manager Brent Jenning's organizational efforts on the successful conference.

The top two Right of Way officials retired recently, according to Director Ness. Jason Brinkman accepted the Acting Right of Way Manager position. One of his assignments will be to assess the operational and staffing needs of the Section. Amy Schroeder has been named the Acting GARVEE Program Manager.

Judge McKee issued his ruling on the overlegal permits for US-12. The decision has been appealed by the opponents. Judge McKee has 21 days to respond, then Director Ness will have 56 days to make a decision.

Mark Warbis is the Department's new liaison with the Governor's Office. Director Ness thanked David Hensley for his service in that capacity and said he is looking forward to a good working relationship with Mr. Warbis.

Director Ness will be attending the Western Association of State Highway and Transportation Officials meeting next week. COO Steinman, CE Cole, and District 1 Engineer (DE) Damon Allen will also be attending. Additionally, Maintenance Services Manager Steve Spoor is on the agenda to present Idaho's Buy Back Program. Other upcoming activities of note are orientation sessions for the new Chairman and Co-Chairman of the House Transportation and Defense Committee, Joe Palmer and Julie Ellsworth, respectively; the Executive Team's facilitated session to develop a new strategic plan; and the Idaho Associated General Contractors' annual conference.

DDIR Stokes provided an update on the maintenance of effort requirements for the American Recovery and Reinvestment Act (ARRA). Because ITD realized significant savings in the GARVEE Program, it did not meet the maintenance of effort requirement. The Department appealed the decision, emphasizing that the spirit of the law was met. The decision was not overturned. The result is that ITD will not be eligible to receive additional federal funds that will be redistributed in August.

Monthly Financial Statements and Highway Program Obligations. Controller Gordon Wilmoth reported that almost $229 million had been obligated as of June 30, or about 78% of the project costs in the current STIP. At the same time last year, nearly $289 million had been obligated, or 67%.

Controller Wilmoth said FHWA Indirect Cost Allocation revenue through May was $44,158,000, which exceeded the projected amount of $22,975,000. Miscellaneous state funded revenue of $29,152,000 was $382,000 below the forecast. Highway Distribution Account revenue, excluding ethanol exemption elimination, was $165,277,000. The projected revenue was $162,133,000. Revenue from the ethanol exemption elimination was $14,007,000, which was 2% below the projected amount. Revenue from the Equipment Buy Back Program was $11,345,400.

Revenue to the State Aeronautics Fund from aviation fuels was $1,560,000, or $211,000 above projections. Total expenditures in the ARRA Title XII Fund for highway projects were $158,015,000, while $178,800,000 had been appropriated. Expenditures for public transportation were $6,513,800 of the $9,200,000 available. Of the $17,400,000 LHTAC-administered ARRA Title XIV funds, $10,265,000 had been expended.

Controller Wilmoth said $3.3 million from personnel savings and the Risk Management Insurance Premium holiday were used to purchase equipment and cover the increase in fuel prices, plus an additional $2.4 million will be used to fund highway construction projects. He also reported on the recent GARVEE bond sale. The interest rate on those bonds is 4.61%. The proceeds of $74.8 million will be used for construction on the US-95, Garwood to Sagle corridor.

2012 Legislative Idea Review and Recommendation. DDIR Stokes said a number of legislative proposals were considered for the 2012 session, including three from advisory boards. Several of those ideas impact others. In some cases, staff's recommendation is to encourage those entities that are affected by the legislation to sponsor it. In certain cases, staff is also recommending that the Department seek Board approval to support legislation not directly sponsored by the Department.

Mollie McCarty, Government Affairs Manager (GAM), summarized the legislative ideas considered by staff. Staff

recommends submitting three proposals to the Division of Financial Management. Although staff recommends eliminating the pilot registration requirement, it does not support increasing the aircraft registration fee at this time, as proposed by the Aeronautics Advisory Board (AAB) last month. Recent efforts to collect aircraft registration fees resulted in a significant increase in those revenues. Given this improved revenue stream, it does not seem appropriate to request an increase in aircraft registrations at this time. Legislation to comply with the Federal Motor Carrier Safety Administration's rule prohibiting texting by commercial motor vehicle drivers while operating in interstate commerce is being recommended. The third proposal would codify designation of ITD as the Federal Transit Administration funding recipient.

GAM McCarty reported that staff does not recommend sponsoring legislative ideas related to vehicle dealer principal place of business nor comprehensive airport land use planning as recommended by the Dealer Advisory Board and AAB, respectively, because there are other associations that are available to pursue those concepts.

Member Coleman expressed support for the comprehensive airport land use planning proposal. He believes it is very important and if it is not carried by another entity, the Department should sponsor it. Several other Board members supported this recommendation.

Chairman Manning believes the aircraft registration fee should be increased. The revenue is needed to help address the state's aviation system. Member Coleman added his support, noting that the aircraft registration fee is a user fee. Member Vassar concurred and reiterated that the pilot registration requirement and fee are being eliminated.

Without objection, the resolution was revised to incorporate the above two changes.

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

RES. NO. ITB11-31

WHEREAS, the Idaho Governor's Office has requested that state agencies submit proposed 2012 legislative IDEAs to the Division of Financial Management for review and approval; and

WHEREAS, the Idaho Transportation Department staff has reviewed the proposed Legislative IDEAs and submitted each with recommendation to the Idaho Transportation Board for review and approval prior to submission to the Division of Financial Management.

NOW THEREFORE BE IT RESOLVED, that the Board approves submittal of the proposed Legislative IDEAs, as listed below:

- Pilot and aircraft registration change;
- Commercial Driver's License driver texting prohibition and penalties;
- Codify designation of ITD as recipient of Federal Transit Administration funding; and
- Comprehensive airport land use planning if the legislative proposal is not carried by another entity

to the Division of Financial Management and, upon approval, the development by ITD staff of draft legislation, subject to subsequent review and approval by the Board and the Division of Financial Management.

Executive Session on Personnel and Legal Issues. Vice Chairman Gary Blick made a motion to meet in executive session at 11:40 AM to discuss personnel and legal issues as authorized in Idaho Code Section 67-2345(b) and (f). Member Vassar seconded the motion and it passed 6-0 by individual roll call vote.

A discussion was held on legal matters related to environmental issues related to highway construction; the de-designation of a scenic byway; interpretation of Idaho Code 67-5717; litigation related to the issuance of Division of Motor Vehicles' permits; and the relinquishment of a state highway.

A discussion was held on personnel matters related to recent position vacancies and how those vacancies would be filled. The Board also briefly discussed re-alignment with the Director.

The Board came out of executive session at 12:40 PM. No final actions or decisions were made.

Development of Performance Measures. DDIR Stokes summarized the evolution of performance management. He explained how the performance measures will cascade through the Department, starting with the Director's mission and long-range goals and ending with front line employees' individual performance plans that support the Department's goals. Performance management is a tool to improve.

Chairman Manning thanked DDIR Stokes for the overview on performance measures and the improvements the Department has made in this process.

Overview of Utilities Process. Highway Operations Engineer (HOE) Greg Laragan outlined the procedures for working with utilities. The process starts during development of a project concept when the designer identifies which utilities are located within the limits of the project. He acknowledged that utilities may cause delays to the Department's projects, but noted the importance of working closely and communicating with the companies, starting with the project's concept and continuing to construction.

HOE Laragan reported on efforts to improve the coordination process with utilities, including outreach. FHWA and ITD are jointly sponsoring a team to look into alternatives for utility relocation. One innovation is a master agreement with a utility statewide rather than project specific agreements. Staff has also discussed the issue of utility delays with highway contractors. Several contractors have offered to be involved in initiatives to improve utility coordination and reduce or eliminate delays.

Revisions to Manual on Uniform Traffic Control Devices (MUTCD). Traffic Services Supervisor Carl Main summarized the Idaho Code requirement for the Board to adopt a manual on uniform traffic control devices and other standards issued or endorsed by the FHWA. The 2009 edition of the MUTCD for Streets and Highways and the conforming additions have not been adopted by the Board. He summarized the changes to the Manual, which have also been reviewed with local highway jurisdictions, as local entities must comply with the MUTCD.

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

RES. NO. ITB11-32

WHEREAS, Idaho Code Sections 40-313, 49-201(3), and 67-5203A give the Idaho Transportation Board authority to establish guidelines for the design, construction, and implementation of traffic control devices; and

WHEREAS, the Manual on Uniform Traffic Control Devices (MUTCD) is incorporated by reference in 23 Code of Federal Regulations, Part 655, Subpart F and is recognized as the national standard for traffic control devices on all public roads open to public travel; and

WHEREAS, the Federal Highway Administration (FHWA) has adopted the 2009 MUTCD dated December 16, 2009, and effective date of January 15, 2010; and

WHEREAS, the Idaho Transportation Department; the Local Highway Technical Assistance Council; and the FHWA, Idaho Division, have reviewed the 2009 MUTCD and the recommended conforming additions to bring the manual in line with Idaho Code, correct errors and accommodate the operations of the Department and local transportation agencies.

NOW THEREFORE BE IT RESOLVED, that the Board approves the IDAPA 39.03.41, July 2011, and authorizes the Department to proceed with rule-making.

District 1 Report. DE Allen summarized District 1's performance measures. In addition to all six of its projects in the Statewide Transportation Improvement Program, six other projects were delivered in FY11. Sixty percent of the projects were within 105% of the original bid amount, while 40% were over 105% of the original bid amount. Although the District had some large projects and weather issues that impacted that performance measure, DE Allen acknowledged that improvements are needed in that area. Almost 82% of the District's pavement and 78% of its

bridges are in good condition, while the goals are 82% and 80%, respectively.

DE Allen mentioned some re-alignment efforts, including the creation of a Development Services Section to focus on planning, permitting, access management, and Geographic Information Systems. The Traffic Section was also split, with the signing function moved to operations. Some of the District's efficiencies and innovations included upgrading the de-icing program resulting in dry salt augured in to improve quality and safety, the invention of the slush blade or squeegee plow blade to remove slush from roadways, and an advanced vehicle location system that allows automated recordings of various data. He also outlined several partnerships and provided an update on the GARVEE Program. The bid opening of the US-95, Athol to Granite project is scheduled early next month, completing work on the District's planned GARVEE projects except for the construction.

Chairman Manning thanked DE Allen for the report. He also thanked DE Allen and his staff for their hospitality and support during the Board tour and meeting.

New Business. Member Coleman made a motion to accept the proposed stipulation drafted by the United States Department of Justice regarding the stipulated penalties outlined in case No. CV-04-428-N-EJL. Member Vassar seconded the motion and it passed unopposed.

Member Coleman made a motion to enter into a memorandum of understanding with the City of Coeur d'Alene to negotiate the transfer of old US-10, Coeur d'Alene Lake Drive, allowing staff to work with the City of Coeur d'Alene and other state agencies to facilitate the transfer of that road. Vice Chairman Blick seconded the motion and it passed unanimously.

WHEREUPON, the Idaho Transportation Board's regular monthly meeting officially adjourned at 1:50 PM.

signed
DARRELL V MANNING, Chairman
Idaho Transportation Board

Read and Approved
August 18, 2011
Boise, Idaho

WORK SESSION AND REGULAR MEETING
OF THE IDAHO TRANSPORTATION BOARD

June 15-16, 2011

The Idaho Transportation Board met at 8:30 AM, on Wednesday, June 15, 2011, at the Idaho Transportation Department, District 3 Office in Boise, Idaho. The following principals were present:

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

Chairman Manning welcomed Dwight Horsch to the Board. He thanked Member Horsch for his willingness to serve on the Board.

Legislative Proposals. Deputy Director Stokes said the advisory boards have been invited to present their legislative proposals to the Board. Staff will make its recommendation next month on which legislative concepts to submit to the Division of Financial Management.

Dealer Advisory Board (DAB) Chairman Bobby Petersen requested improvements to the requirements for potential dealers' principal place of business. The current law is vague and does not provide sufficient guidance. The DAB also recommends defining reasonable times for the business to be open to the public.

Aeronautics Advisory Board (AAB) Chairman Rodger Sorensen presented two legislative proposals. The first concept is comprehensive airport land use, which would help protect airports from encroachments. A number of representatives from aviation associations spoke in support of the proposal. AAB Chairman Sorensen acknowledged that there may be opposition to the legislation. Outreach will be conducted with potential opponents.

The second proposal would delete the requirement for pilots to register with the Department and increase aircraft registration fees to compensate for the lost pilot registration revenue. The proposal is estimated to result in additional revenue of approximately $32,000, which would be available for activities like training and search and rescue.

Chairman Manning thanked DAB Chairman Petersen and AAB Chairman Sorensen for their presentations and for their efforts.

Alternative Contracting. Design/Materials/Construction Engineer Frances Hood reported that recent legislation enables the Department to solicit and award contracts using the design-build and construction manager/general contractor methods. Key legislative provisions require the Board to approve in advance and in writing projects that will be developed and constructed using an alternative contracting method; no more than 20% of the Department's annual highway construction budget can be devoted to alternative contracting methods; and at least 30% of the work must be performed by the successful bidder.

A team, comprised of staff and partners from the Federal Highway Administration (FHWA) and the consulting and contracting industries, was established to determine the process to implement these alternative contracting methods. The team reported on the selection criteria established to identify projects to build via an alternative contracting method. Those considerations are project suitability; the availability, capability, and experience of potential firms;

Department resources, including employing outside consultants; and other criteria deemed relevant. The team is considering using stipends for the design-build method. The solicitation and contract award processes were also outlined. The next steps include developing alternative delivery administrative processes and procedures and developing templates and forms.

Member Gagner complimented the team on its efforts.

Review of Public Transportation Planning, Programming, and Project Selection. Randy Kyrias, Transportation Performance Administrator (TPA), summarized the public transportation programs. He noted the improvements that have been made to the planning process. The 17 local mobility management networks each have their own plan and have identified a list of strategies. Funding is tied to the strategies. The local mobility managers provide information to the District Coordination Council, which recommends projects for funding to the Idaho Mobility Council. The Idaho Mobility Council is comprised of the Public Transportation Advisory Council and Interagency Working Group (IWG). The Board has final approval on the projects.

Member Gagner thanked TPA Kyrias for the informative overview.

Vehicle Investment Program (VIP) Review. The VIP was developed in 1999 as a capital-funding program, according to TPA Kyrias. The VIP combines federal, state, and local dollars to assist communities in acquiring or leasing vehicles, perform vehicle upgrades or modifications, or acquire vehicle related equipment. Approximately $312,000 in state funds are made available annually from sources other than constitutionally-dedicated revenue.

Member Coleman asked if school districts could provide transit services, particularly in rural areas. TPA Kyrias replied that the Department of Education is a member of the IWG. There have been discussions on those partnership opportunities.

Chairman Manning thanked TPA Kyrias for the information.

Federal Funding Issues. Transportation Legislation Policy Specialist Matt Moore provided a status of the federal Highway Trust Fund. Available funding is down slightly. He also summarized some of the re-authorization proposals being discussed.

State Revenue Forecast. Economics and Research Manager Doug Benzon provided an overview on the Highway Distribution Account (HDA) and historical information on ITD's revenue. The revenue forecast for FY12 is $312.2 million, which is a 1% increase from FY11.

Draft FY13 Budget. Senior Budget Analyst Joel Drake presented the proposed FY13 budget. He summarized the impacts that realignment and zero-based budgeting had on the budget. Available funds are estimated at $574.5 million, which is a 3% increase from FY12; however, that increase is due to a cash drawdown and the FY14 available funding is expected to decrease 3.3%, to $555.6 million. Some of the appropriation requests include an additional $1.3 million for contract inflation, $232.9 million for contract construction, and $25.4 million for replacement equipment. A line item for a $912,500 increase in federal spending authority in the Office of Highway Safety is also being requested.

FY13 Road Equipment Request. Maintenance Services Manager (MSM) Steve Spoor said the replacement value of ITD's fleet is over $194 million. The replacement criteria for road equipment are based on usage and age. Deficient equipment exceeds both of those requirements. The FY13 budget request of $10,375,000 would replace 5.6% of the fleet and 34% of the deficient road equipment. He added that the buy-back program, where equipment is purchased by bid with a guaranteed buy-back from the vendor at a stated amount of money after a specified period of time, continues to be successful.

Idaho Transportation Investment Program (ITIP). Dave Amick, Manager, Transportation Investments (MTI), presented the proposed FY12-16 ITIP, which will be available for public review and comment in July and presented to the Board for approval in September. Estimated funding for the five-year Program is $2.3 billion, with 84% dedicated to highways, including the GARVEE Program. Aeronautics would receive 13% of the funding and public transportation

3%. He noted that due to 2011 legislation, the Department of Parks and Recreation and Idaho State Police will continue to receive funding from the HDA, decreasing the available construction funds for ITD by $19 million.

The draft Program continues the suspension of the Enhancement and Congestion Mitigation/Air Quality Programs. The Rest Area Program will be suspended beginning in FY14. Reductions have been made to System Planning and the pavement preservation inflation allowance. The pavement restoration target of $50 million is fully funded. The focus is on safety, mobility, and economic vitality. Because of the efficiency of grouping projects in the Statewide Transportation Improvement Program (STIP), staff will continue this practice. MTI Amick also outlined plans for the Aeronautics, Public Transportation, and Early Development Programs.

ITIP Development. Chief Engineer (CE) Tom Cole summarized the process to select highway projects for funding. Information on available funding and program targets is provided to the Districts. They use data to prioritize projects. He explained the difference between the ideal maintenance schedule to address pavement condition and scheduling maintenance projects based on the worst-first method. Safety projects are considered on a statewide basis. These projects are also data driven. He added that if funding would be available for expansion projects, prioritization of those projects would be based on safety, mobility, and economic vitality.

Chairman Manning thanked CE Cole for the informative briefing.

Overview on Fleet Specifications and Bid Process. After ITD develops specifications for road equipment, it provides that information to vendors for review and comment, according to MSM Spoor. If appropriate, the vendors' comments are incorporated into the specifications and the specifications are submitted to Business and Support Management, which is part of the Division of Administration.

Business and Support Manager (BSM) Kathy Chase said her office reviews the final specifications and works with MSM Spoor on the appropriate method of award. The Department of Administration, Division of Purchasing, is responsible for awarding the bid and for the appeal process. Its procedures include working closely with vendors before final award is made. It also allows ITD to review the bids and determine if the bids are responsive.

Discussion followed on the recent award of a fleet of vehicles in District 2. Some Board members were contacted by vendors that had concerns with the process. The Department of Administration's involvement in the process was also questioned. Support was expressed to allow ITD to procure its fleets, particularly because it has personnel experienced in developing specifications and it awards contracts on multi-million dollar highway projects on a regular basis.

Review of 2006 Board Review. The Board discussed its responsibilities, direction, and effectiveness. There was some support to conduct a retreat with the Department's Executive Team later in the year. There was a suggestion for staff to provide status reports on major initiatives, such as the Division of Motor Vehicles' (DMV) modernization project, on a regular basis and to establish a performance measure on economic vitality. The Board believes the Department plays a vital role in the economy; however, the impacts that ITD has on the economy are not known. Member Coleman suggested conducting an economic impact analysis to determine the economic value that the Department provides.

WHEREUPON the workshop recessed at 4:55 PM.

June 16, 2011

The Board reconvened at 8:30 AM on Thursday, June 16, 2011, at the Idaho Transportation Department in Boise, Idaho. All members were present.

Board Minutes. Member Vassar made a motion to approve the minutes of the regular Board meeting held on May 18-19, 2011 as submitted. Member Gagner seconded the motion and it passed unopposed.

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

July 13-14, 2011 – District 1
August 17-18, 2011 – District 3
September 21-22, 2011 – District 6

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

RES. NO. ITB11-20

NOW THEREFORE BE IT RESOLVED, that the Idaho Transportation Board approves the addition of FY10 Scenic Byway project awards to FY11 of the Highway Investment Program; the addition of US-95, Wyoming Avenue Signal to FY11 of the Local Urban Program; removal of the Cherry Lane Railroad Crossing project from FY11; the advance of Bannock Transportation Planning Organization Modeling to FY11 of the Local Urban Program; and State-funded project changes to FY11 of the Highways Investment Program; and has received and reviewed the contract award information, the professional services agreements and term agreement work task report, and the speed minute entry changes for May 2011.

1) Addition of FY10 Scenic Byway Project Awards to FY11 of the Highway Investment Program. The Department submitted eight projects for funding under the FY10 National Scenic Byways Program. Four received funding. The $4,550 awarded to the Stanley Beautification Project will complete the SH-21/75 Corners project. The City of Stanley and the Sawtooth Mountain Mamas will provide the $1,550 match. The Salmon, Idaho Scenic Byways Shared Use Pathways – Phase I award of $170,225 will implement phase one of a trail system expansion effort. Matching funds of $37,000 will be provided by the City of Salmon. The Payette River National Scenic Byway Wayfinding Implementation project received $72,625 to improve the way travelers interpret, access and navigate the key sites and communities of the Byway. Matching funds of $22,357 will be provided by a number of public and private entities. A $33,131 project for the Thousand Springs Scenic Byway: Hagerman Wildlife Viewing Area will improve and enhance the existing facilities at the Hagerman Rest Area, with a number of private businesses providing the $6,627 match. Staff requested the addition of the four FY10 National Scenic Byways Program discretionary projects in the FY11 Highway Investment Program and to revise the Statewide Transportation Improvement Program (STIP) accordingly.

2) Addition of US-95, Wyoming Avenue Signal to FY11 of the Local Urban Program. The Kootenai Metropolitan Planning Organization worked with staff on a traffic signal at US-95 and Wyoming Avenue in conjunction with the widening project, US-95, Wyoming Avenue to SH-53, Hayden. Funding for the signal has been identified in the Surface Transportation Program (STP) – Local Urban Program. Staff recommends the addition of US-95, Wyoming Avenue Signal to FY11 of the STP-Local Urban Program in the amount of $740,000.

3) Remove Cherry Lane Railroad Crossing, Key #11591, from FY11 of the Federal Railroad Crossing Program. The Cherry Lane Railroad Crossing, Near Nampa project was originally programmed three years ago for $370,000. At that time, the crossing handled a significant number of train movements. Since then, the Union Pacific Railroad changed its operation, reducing train movements to one per day. Additionally, high intensity reflective sheeting has been added to the railroad cars for better visibility by motorists. Thus, the safety of the crossing has been significantly increased, resulting in Union Pacific Railroad requesting removal of the project from the Program.

4) Advance Bannock Transportation Planning Organization (BTPO) Modeling, Key #12440, to FY11 of the Local Urban Program. Because the right-of-way phase of the reconstruction of SMA-7842, A Street; 9th Street to 100 North, Rupert project, key #8700, will not be delivered in FY11, $450,000 is available. The Urban Committee recommends advancing BTPO Modeling for $350,000 from FY12 to FY11 of the STP – Local Urban Program.

5) State Funded Project Changes to FY11 of the Highway Investment Program. Nearly all of the state funded State Highway System projects have been delivered for advertising. Reduced costs of current and prior year state funded projects left an unused balance of $19.4 million in funding for the addition or advancement of projects in the FY11 Program. Staff recommends converting the construction for US-95, Sandpoint to Kootenai Cutoff, key #1509, from federal to state funding. The funding shift would enable immediate obligation of the project while minimizing possible last minute risk to full usage of the FY11 state funds by June 30, 2011. Federal funds made available by this change

would be used to advance projects as part of the August federal end-of-year plan. Another recommendation is to add the SH-44 and Linder Road project, leveraging an $8 million funding partnership with Ada County Highway District. Other changes were also proposed in the June 2011 State Funded Project Plan, as shown as Exhibit 403, which is made a part hereof with like effect.

6) Contract Awards. Key #11978 – US-95, Frontage Road; Boekel to Ohio Match Road, District 1. Low bidder: Scarsella Brothers, Inc. – $2,479,224.

Key #12030 – SH-16, Willow Creek Bridge, Ada County, District 3. Low bidder: Concrete Placing Company, Inc. - $1,083,227.

Key #12471 – SH-33, Hatches Corner to Wyoming State Line, District 6. Low bidder: H-K Contractors, Inc. - $3,869,070.

Key #11669 – SH-75, Yankee Fork Ranger Station to East Fork Bridge, District 6. Low bidder: H-K Contractors, Inc. - $2,141,170.

7) Professional Services Agreements and Term Agreement Work Task Report. From May 2 through May 26, $1,617,100 in new professional services agreements and work tasks were processed. Eight supplemental agreements to existing agreements were processed in the amount of $425,500 during this period.

8) Speed Minute Entry Changes for May 2011. Due to a public request to reduce the speed limit on SH-78 at Hammett, the following minute entry for speed control zones was processed in District 3:

	Beginning	Ending	Speed Limit	
Route	Milepost	Milepost	Old	New
SH-78	97.950	98.350	50	35

Board Items. Member Coleman said he is chairing an Access Management Committee comprised of public and private sector representatives. The intent is to develop a valid access management policy and regulations that benefit all parties. The first meeting was held last month.

Chairman Manning said he provided depositions on two cases during the past month. He also met with a group interested in the development of SH-16 from SH-44 to I-84 and with the Governor's staff.

Director's Report. Director Ness believes the first Direct to the Director meetings were well received. The main topics of discussion were realignment, compensation, performance evaluations, accountability, and the use of consultants.

He believes the transition to central issuance of driver's licenses is proceeding well.

Director Ness reported that Strategic Funding Specialist (SPS) Dave Tolman and GARVEE Program Manager Jason Brinkman were in New York recently to present information to the rating agencies for the next issuance of GARVEE bonds. SFS Tolman expects the ratings to be received early next week. Plans are to bond $75 million for the US-95, Garwood to Sagle project now and the remaining approximately $25 million for the extension of SH-16 early next year. He added that he believes the rate will be around 4.5%.

For the first time in approximately ten years, there will be no federal earmarks, according to Director Ness. The Federal Highway Administration has requested proposals for discretionary funding. A total of 39 proposals in Idaho, including five ITD projects, have been submitted.

A public meeting was held earlier this month on improvements to SH-55, Eagle Road. Director Ness said that after the traditional meeting was held, additional on-line meetings were conducted. This was a new approach for ITD. A future presentation will be made on the use of this technology.

Earlier this month, the Executive Team met with Dr. Tom DeCoster to identify its role and the Team's relationship

with the Leadership Team and with the Board. Dr. DeCoster will be working with staff to develop a new Strategic Plan based on the Department's vision. New goals and performance measures will also be established.

This past year, 31 temporary employees were hired through Goodwill Staffing Services. The Department received the 2011 Goodwill Staffing Services Employer of the Year award. Cathy Spencer, Technical Records Specialist 1, expressed appreciation for the partnership that has been established with the temporary agency. She noted that the temporary employees fill a void and help improve customer service.

Director Ness reported that the I-84 East Community Relations Program won the American Road and Transportation Builders' Association Pride Award. He congratulated the Connecting Idaho Partners and staff from the GARVEE Office and District 3 for their efforts.

Director Ness asked Roadway Design Engineer (RDE) Nestor Fernandez to make the next presentation. RDE Fernandez said he represents the Department on the American Association of State Highway and Transportation Officials' Subcommittee on Design. The Subcommittee presented an award to one of ITD's longer-serving employees, Lotwick Reese. Reese, the Department's Hydraulics Engineer, was recognized for his outstanding achievement in the roadway design field.

DDIR Stokes said a number of new appointments have been made to the Idaho Traffic Safety Commission. The new group met recently. Establishing a primary seat belt law will be one of its focus areas. DDIR Stokes also noted that year to date, highway fatalities are down from a year ago.

Semi-annual Report on Local Highway Technical Assistance Council (LHTAC) Stimulus Projects. LHTAC Administrator Lance Holmstrom reported that over $17 million was allocated from the Governor's Discretionary Title XIV of the American Recovery and Reinvestment Act (ARRA) to LHTAC in 2009. In 2010, 21 projects were constructed. Fifteen of the sixteen projects to be constructed in 2011 have been bid. Over $10 million has been spent to date. LHTAC Administrator Holmstrom said he is confident that the ARRA deadlines will be met.

Chairman Manning thanked LHTAC Administrator Holmstrom for the update.

Monthly Financial Statements and Highway Program Obligations. MTI Amick reported that almost $199 million had been obligated as of May 31, or about 67% of the project costs in the current STIP. At the same time last year, nearly $266 million had been obligated, or 62%.

Controller Gordon Wilmoth said FHWA Indirect Cost Allocation revenue through April was $40,875,000, which exceeded the projected amount of $21,175,000. Miscellaneous state funded revenue of $26,398,000 was $527,000 below the forecast. HDA revenue, excluding ethanol exemption elimination, was $150,931,000. The projected revenue was $148,331,000. Revenue from the ethanol exemption elimination was $12,819,000, which was 1.5 % below the projected amount. Revenue from the Equipment Buy Back Program was $11,345,400.

Revenue to the State Aeronautics Fund from aviation fuels was $1,449,200, or $225,300 above projections. Total expenditures in the ARRA Title XII Fund for highway projects were $154,858,000, while $178,800,000 had been appropriated. Expenditures for public transportation were $6,451,000 of the $9,200,000 available. Of the $17,400,000 LHTAC-administered ARRA Title XIV funds, $10,042,000 had been expended.

Vendor Procurement Process. Motor Vehicle Administrator (MVA) Alan Frew said the best value method was used to secure the vendor for the DMV modernization project. Requests for proposals were issued with three responses received. Filters, such as risk, how those risks would be mitigated, and cost, were used in the review process. The process allowed staff to meet with the vendors. The initial vendor selected was later deemed unresponsive. A contract was signed with the second vendor. The contract clearly defines the scope of work and cost. The vendor will provide regular performance reports to the Department.

Chairman Manning thanked MVA Frew for the presentation.

Update on Performance Management System Project. Chief Human Resources Officer (CHRO) Mary Harker provided an update on the employee performance management system. The intent of the new system is to align individual goals with the organizational goals. It will standardize the rating criteria; establish accountability for timely appraisals; enable supervisors and subordinates to co-contribute progress documentation; provide a simple, straightforward tool; and report organizational progress. Some of the expected outcomes and results are clearly understood expectations, visible results from contributions, and continuous improvement in the talent and skills of the workforce. The schedule is to procure a vendor by August and implement the system by November. Training would then be conducted and the system should be ready for use by February 2012.

Member Vassar believes this is big undertaking and she expressed support for this project. Chairman Manning thanked CHRO Harker for the update on this important project.

US-95 Commercial Vehicle Off-Tracking Analysis. District 3 Engineer Dave Jones reported on a recent review of off-tracking restrictions on US-95 between Council and Grangeville. He acknowledged the JR Simplot Corporation and Western Trailers for providing a test vehicle for the analysis. The conclusion was that all of the off-tracking distances were relatively minor. District 3 has included two projects in the draft STIP to address off-tracking issues in Council and north of Smokey Boulder Road. Districts 2 and 3 will also evaluate the scope and cost for state forces to make minor corrections in a timelier manner, assuming budgets and environmental protection issues allow this.

Revisions to Board Policy B-09-06, State Highway System Adjustments. CE Cole proposed revisions to Board Policy B-09-06, Adjustments to the State Highway System. To improve coordination with local public agencies on state highway system adjustments when new alignments or alternate routes are being considered, language is being added to the policy instructing staff to negotiate with the appropriate local public agency on the relinquishment of the old route prior to approving the new project in the STIP. This will enable staff to negotiate with the appropriate local officials when ITD has leverage, which is before an alternate route or bypass is constructed. Other minor changes, including updating Idaho Code references and modifications due to Departmental re-alignment, are also proposed. CE Cole said the Board Subcommittee on Adjustments to the State Highway System supports the revisions.

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

RES. NO. ITB11-21 WHEREAS, Board Policy B-09-06, State Highway System Adjustments, is being revised to incorporate local highway jurisdictions on proposed state highway adjustments; and

WHEREAS, the Board Subcommittee on State Highway System Adjustments recommends full Idaho Transportation Board approval.

NOW THEREFORE BE IT RESOLVED, that the Board approves revisions to Board Policy B-09-06.

Draft FY12 Strategic Plan. DDIR Stokes presented the draft FY12 Strategic Plan, which needs to be submitted to the Division of Financial Management by July 1. The document outlines the strategic planning components incorporating the mission, vision, long-range goals, and objectives. These components are supported by the accountability and performance elements that drive the Department's investment plan.

Member Vassar noted that economic vitality is not included in the plan. She believes that is an important component that needs to be added. Discussion followed on the important goal of economic vitality and the need to determine the financial impacts ITD has on the economy and to publicize that information. Without objection, the Board agreed to revise the resolution to incorporate information on economic vitality in the FY12 Strategic Plan.

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

RES. NO. ITB11-22 WHEREAS, Sections 67-1903 and 67-1904, Idaho Code require the Idaho Transportation Department's administrative head to submit annually, not later than July 1st, to the Division of Financial Management (DFM), a strategic plan for program activities; and

WHEREAS, in 1997 DFM reviewed and approved a "summary" format of the Department's FY98 Strategic Plan as being an acceptable submittal; and

WHEREAS, the Department develops and distributes internally in October an expanded version of the summary.

NOW THEREFORE BE IT RESOLVED, that the Idaho Transportation Board approves submittal of the FY12 Strategic Plan Summary to DFM on July 1, 2011; and

BE IT FURTHER RESOLVED, that information on economic vitality be incorporated into the Strategic Plan prior to submittal.

Revisions to IDAPA 39.02.03, Rules Governing Vehicle Dealer's Principal Place of Business. Daryl Marler, Dealer Investigation Supervisor, requested revisions to the Rules Governing Vehicle Dealer's Principal Place of Business as a result of Senate Bill 1061 enacted during the 2011 session. Modifications will allow vehicle dealers to maintain records electronically or in hard copy and will permit records to be stored off-site. Other changes proposed include increasing the size of display signs to a minimum of four inches and eliminating the requirement of a "hard-mount" telephone. The DAB has approved these changes.

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

RES. NO. ITB11-23 WHEREAS, the Idaho Transportation Board has the authority to approve requested changes to Administrative Rules; and

WHEREAS, the Board finds the requested changes to the Administrative Rule provides clarification and updates procedures to the Rules Governing Vehicle Dealer's Principal Place of Business provisions.

NOW THEREFORE BE IT RESOLVED, that the Board approves the recommended changes to Administrative Rule IDAPA 39.02.03, Rules Governing Vehicle Dealer's Principal Place of Business provisions which defines principal place of business requirements for the record keeping systems required by the Idaho Transportation Department for licensed vehicle dealers. Provides criteria for record types and allows records to be kept electronically or physically. Allows for files to be kept off-site upon 30 day notification to the Department, with the provision that records must be produced within three business days upon request of the Department. Provides that the electronic records must be kept secure and in such a manner that they cannot be altered, and prevents unauthorized access. Provides for telephone criteria and updates this requirement to current technology. Complies with Senate Bill 1061 passed during the 2011 legislative session; and

BE IT FURTHER RESOLVED, that the Board directs staff to promulgate a temporary rule making it effective July 1, 2011 and proceed concurrently with regular rule making for consideration in the 2012 session.

Revisions to IDAPA 39.02.47, Rules Governing Revocation of Registration for Failure to Comply with Emission Inspection Ordinance. Motor Vehicle Unit Supervisor Carolyn Watts requested repealing the Rule Governing Revocation of Registration for Failure to Comply with Emission Inspection Ordinance. House Bill 326 enacted in 2011 eliminated the Department's authority to require repayment of registration fees for vehicle owners whose registration had been revoked for failing to obtain an emission test.

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

RES. NO. ITB11-24 WHEREAS, the Idaho Transportation Board has the authority to approve requested changes to Administrative Rules; and

WHEREAS, the Board finds the request to repeal this Administrative Rule to be in order with House Bill 326, wherein registration fees are no longer required for reinstatement of vehicle revocations for failure to comply with emission inspection ordinances, therefore effectively making this rule null and void.

NOW THEREFORE BE IT RESOLVED, that the Board approves the recommended action to repeal Administrative Rule IDAPA 39.02.47, Rules Governing Revocation of Vehicle Registration for Failure to Comply with Emission Inspection Ordinance; and

BE IT FURTHER RESOLVED, that the Board directs staff to promulgate a proposed repeal of this rule and proceed with regular rule making for consideration in the 2012 session.

Revisions to IDAPA 39.02.73, Rules Governing Accident Prevention Course. Driver Services Manager (DSM) Ed Pemble requested amending IDAPA 39.02.73 to add requirements for certain on-line accident prevention courses. Currently, there are 16 on-line accident prevention course providers with nine more requesting approval. It is a time-consuming process to review the course for approval, including taking the six hour minimum course. An initial on-line course review requires an estimated 40 hours and a periodic review of an existing on-line course takes approximately 20 hours.

DSM Pemble recommends establishing a $1,000 non-refundable fee for initial applications for new on-line accident prevention courses and a $500 renewal fee every two years. The fees would cover the cost of the course review and would only be applied to on-line courses requiring approval by the Department. Fees would not apply to courses sponsored by any Idaho state agency, any publically funded educational institution within the state of Idaho, nor any unit of government within the state of Idaho. Approval priority will be placed on new course applications submitted by entities wholly owned and operated within the state of Idaho and the courses must be open to the public.

In response to Member Gagner's question on developing a standardized test, DSM Pemble replied that not all on-line courses require ITD approval. The American Automobile Association, the National Safety Council, and American Association of Retired People provide courses that do not require ITD approval. It would presumably be controversial to determine which course to use as the standardized course.

Chairman Manning questioned the preferential treatment to in-state providers. DSM Pemble explained that the in-state providers' courses would be reviewed first and then out-of-state providers. DAG Allen stated the proposed processing of applications is probably legally defensible.

Vice Chairman Blick suggested limiting the number of on-line providers.

Without objection, the Board held the request to revise IDAPA 39.02.73.

Revisions to IDAPA 39.02.75, Rules Governing Names on Driver's Licenses and Identification Cards. Lynn Rhodes, Driver's License Program Supervisor, requested revisions to IDAPA 39.02.75 to disallow the issuance of a driver license in one name and an identification card in another name. This would prevent the creation of two identities for one individual. The revision also provides for name formatting flexibility that aligns with current cultural practices and additional formatting procedures for long, complex names.

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

RES. NO. ITB11-25

WHEREAS, driver licenses and state-issued identification cards are relied upon to verify an individual's true identity; and

WHEREAS, IDAPA 39.02.75 does not currently specify that an individual cannot have a driver's license and an identification card in different names; and

WHEREAS, individuals who marry or divorce may change their name on a driver's license or

identification card, but not both cards; and

WHEREAS, individuals who marry or divorce have an increasing variety of name formats and name formatting preferences; and

WHEREAS, it is necessary to provide standards for Idaho Transportation Department name formatting procedures; and

WHEREAS, the Division of Motor Vehicles' (DMV) modernization standards require that there be one name (one-person/one-record) on file for each individual in the DMV's automated system.

NOW THEREFORE BE IT RESOLVED, temporary and regular rulemaking is approved through the normal legislative process to revise IDAPA 39.02.75 to provide for additional name formatting standards and prohibit an individual from possessing a driver's license and an identification card in different names.

Revisions to IDAPA 39.03.01, Rules Governing Definitions, and 39.03.16, Rules Governing Oversize Permits for Non-reducible Vehicles and/or Loads. Due to the passage of House Bill 228 in the 2011 legislative session, Vehicle Size and Weight Specialist Regina Phipps requested revisions to two rules. In addition to changes to definitions in IDAPA 39.03.01, the overall length limit in the extra length definition is being updated from 105 feet to 115 feet. Revisions to IDAPA 39.03.16 include additional exemptions for implements of husbandry, increasing the trailer width from 9 feet to 10 feet to haul a non-reducible load smaller than the trailer, deleting the reference of 10 minutes for traffic delays to eliminate confusion regarding traffic delays and what time constraints apply, and eliminating the reference of nothing wider than 24 feet allowed on the interstate.

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

RES. NO. ITB11-26 WHEREAS, the Idaho Transportation Board has authority to approve requested changes to Idaho Transportation Department rules; and

WHEREAS, the Board finds the changes to IDAPA 39.03.01 necessary due to legislative changes and for the industry within Idaho.

NOW THEREFORE BE IT RESOLVED, that the Board approves the following rule to be submitted for change: 39.03.01, Rules Governing Definitions Regarding Overlegal Permits: added the definition of designated agent, moved the definition of escort vehicle to pilot vehicle, updated the overlength limit in the extra length definition; and added a definition for overall length; and

BE IT FURTHER RESOLVED, that the Board approves the request to submit the changes as listed above for Rule 39.03.01 and directs staff to promulgate a temporary rule effective July 1, 2011 and concurrently proceed with the regular rule making process.

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

RES. NO. ITB11-27 WHEREAS, the Idaho Transportation Board has authority to approve requested changes to Idaho Transportation Department rules; and

WHEREAS, the Board finds the changes to IDAPA 39.03.16 necessary due to legislative changes and for the industry within Idaho.

NOW THEREFORE BE IT RESOLVED, that the Board approves the following rule to be submitted for change: 39.03.16, Rule Governing Oversize Permits for Non-reducible Vehicles and/or Loads. Add the following additional exemptions for implements of husbandry based on changes to Idaho Code with House Bill 228 except when the farmer or their designated agents transporting implements of husbandry

and equipment for the purpose of a) the repair or maintenance of such implements of husbandry and equipment when traveling between a farm and a repair or maintenance facility during daylight hours; or b) the purchase or sale of such implements of husbandry or equipment when traveling between a farm and a dealership, auction house or other facility during daylight hours. Change the allowed trailer width from 9 feet to 10 feet that will be allowed to haul a non-reducible load smaller than the trailer. Delete the reference of 10 minutes for traffic delays to eliminate any and all confusion in regards to traffic delays and what time constraints apply. Eliminate the current 24 feet maximum width restriction on interstates; and

BE IT FURTHER RESOLVED, that the Board approves the request to submit the changes as listed above for Rule 39.03.16 and directs staff to promulgate a temporary rule effective July 1, 2011 and concurrently proceed with the regular rule making process.

Executive Session on Personnel and Legal Issues. Member Gagner made a motion to meet in executive session at 12:35 PM to discuss personnel and legal issues as authorized in Idaho Code Section 67-2345(b) and (f). Member Coleman seconded the motion and it passed 6-0 by individual roll call vote.

The Board reviewed the proposed re-alignment of the Department. DAG Allen noted the delegated authority the Director has on personnel matters and that the Board should continue to be apprised of and review the re-alignment plans. It also held discussions on personnel matters related to the evaluation of a public officer and the disciplining of employees.

A discussion was held on legal matters related to the operation of the state highway system; environmental issues related to highway construction; litigation against ITD on employment-related matters; arbitration scheduled on a construction case; and interpretation of Idaho Code 67-5726.

The Board came out of executive session at 2:30 PM. No final actions or decisions were made.

WHEREUPON, the Idaho Transportation Board's regular monthly meeting officially adjourned at 2:30 PM.

signed
DARRELL V MANNING, Chairman
Idaho Transportation Board

Read and Approved
July 14, 2011
Coeur d'Alene, Idaho

REGULAR MEETING AND DISTRICT FOUR TOUR
OF THE IDAHO TRANSPORTATION BOARD

May 18-19, 2011

The Idaho Transportation Board met at 8:30 AM, on Wednesday, May 18, 2011, in Twin Falls, Idaho. The following principals were present:

Darrell V Manning, Chairman
Gary Blick, Vice Chairman – District 4
Jim Coleman, Member – District 1
Janice B. Vassar, Member – District 2
Jerry Whitehead, Member – District 3
Lee Gagner, Member – District 6
Brian W. Ness, Director
Scott Stokes, Deputy Director
Larry Allen, Deputy Attorney General
Sue S. Higgins, Executive Assistant and Secretary to the Board

Representative Donna Pence and Idaho State Police Captain Rob Storm were also present.

District 4 Tour. The Board departed Twin Falls north on US-93. After viewing the I-84/US-93 interchange project under construction, the Board traveled west on I-84. It traveled through the I-84, West of Wendell construction site and east on US-30. At the Hagerman Rest Area, staff provided an overview on the recently-completed reconstruction project at the facility.

The tour continued east on US-30 to Buhl. At the Buhl Municipal Airport, Neil Ring, Airport Chair, and a representative from Armstrong Consulting provided a history of the facility and an overview on recently-completed projects and improvements planned in the next couple of years. A master plan has been completed, identifying the need to extend the runway in the future. They emphasized the vital link airports provide to the transportation system and expressed appreciation for the partnership with ITD and the assistance staff has provided.

The Board traveled east on US-30 to Twin Falls. After lunch with maintenance employees, it visited Trans IV. Executive Director Lynn Baird provided an overview on the public transportation operation, which is overseen by the College of Southern Idaho. He reported on the services provided in the greater Twin Falls area. There is a need to expand and enhance service, but limited funding is preventing addressing those needs.

WHEREUPON the tour recessed at 3:15 PM.

May 19, 2011

The Board reconvened at 9:15 AM on Thursday, May 19, 2011, at the Idaho Transportation Department District 4 Office in Shoshone, Idaho. All members were present except Neil Miller, District 5. Chairman Manning welcomed Representative Stephen Hartgen to the meeting.

Board Minutes. Member Gagner made a motion to approve the minutes of the regular Board meeting held on April 19-20, 2011 as submitted. Member Vassar seconded the motion and it passed unopposed.

Vice Chairman Blick made a motion to approve the minutes of the special Board meeting held on May 9, 2011, as submitted. Member Vassar seconded the motion and it passed unopposed.

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

June 15-16, 2011 – Boise

July 13-14, 2011 – District 1
August 17-18, 2011 – District 3

Consent Calendar. Vice Chairman Blick made a motion, seconded by Member Vassar, and passed unopposed, to approve the following resolution:

RES. NO. ITB11-17

NOW THEREFORE BE IT RESOLVED, that the Idaho Transportation Board approves the removal of two projects from the Safe Routes to School Program; the addition of Lewiston Sidewalks to FY12 of the Transit Program; the addition of two projects to American Recovery and Reinvestment Act Governor's Discretionary Program; adjustments to the Local Highway Technical Assistance Council Programs for FY12 delivery; and the FY12 out of state travel; and has received and reviewed the contract award information, the professional services agreements and term agreement work task report, and the speed minute entry changes for March 2011 – April 2011.

1) Removal of Two Projects from the Safe Routes to School (SR2S) Program. The City of Rexburg requested the removal of its SR2S project, FY10 2nd South Street, Kennedy Elementary, key #11880, from the program due to federal requirements that would increase the cost of the project beyond the awarded amount. The City of Potlatch requested the removal of its project, FY11 Potlatch Schools, key #12023, due to the lack of personnel to lead the project. The $28,000 that is becoming available from the removal of these projects from the program will be added to the FY11 Boise Schools SR2S Coordinator project. The funds will be used to increase the number of positions dedicated to the project, expanding both the Caldwell and Meridian School Districts' SR2S programs. Staff requested removal of the two SR2S projects and revisions to the Statewide Transportation Improvement Program (STIP) accordingly.

2) Addition of Lewiston Sidewalks to FY12 of the Transit Program. The City of Lewiston's Transit Division and Public Works Department have formed a partnership for route expansion and sidewalk construction. The Lewis Clark Valley Metropolitan Planning Organization requested the addition of the Lewiston Sidewalks project to its program for $75,000 for engineering in FY11 and $500,000 for construction in FY12. The project is funded via an unobligated balance of FY09 and an FY10 Federal Transit Administration Section 5307 Small Urbanized Area Formula Grant. Staff recommends the addition of the Lewiston Sidewalks project to FY12 of the Transit Program for $575,000 and to amend the STIP accordingly.

3) Addition of Two Projects to the American Recovery and Reinvestment Act (ARRA) Governor's Discretionary Program. Idaho received about $29 million of Department of Education funds through Title XIV of ARRA for use at the Governor's discretion for the purpose of "state stabilization". The legislature appropriated $17.5 million to the Local Highway Technical Assistance Council (LHTAC) to fund local road projects. To date, LHTAC has accumulated almost $650,000 in savings from these ARRA projects and is expecting additional savings. LHTAC requested the addition of the Bonneville Countywide Chip Seal project for $476,000 and STC-2722, 1000 East Road, Buhl Highway District for $386,000 to the ARRA Governor's Discretionary Program.

4) Adjust LHTAC Programs for FY11 Delivery. LHTAC recently assessed the delivery status of projects currently programmed for delivery in FY11. After consultation with the project sponsors, it requests the following modifications and amendments to the FY11 STIP:

- Key #11237, STC-3857, Sand Hollow, Payette County, Phase 1 - $1,564,000; delay from FY11 to FY16;
- Key #9521, STC-3829, Middle Fork Payette River Bridge, Crouch - $1,782,000; delay from FY11 to FY16;
- Key #9245, Offsystem, Pleasant Valley Creek Bridge, Clark County - $1,076,000; delay from FY11 to FY14;
- Key #9520, Offsystem, Jordan Creek Bridge, Flint Creek Road, Owyhee County - $500,000; advance from FY14 to FY11;
- Key #9987, Offsystem, Reynolds Creek Bridge, Owyhee County - $750,000; advance from FY14 to FY11;
- Key #11155, STC-7286, John Adams Parkway Bridge, Idaho Falls - $985,000; advance from FY15 to FY11;
- Key #11247, STC-7146, Garfield Street Idaho Canal Bridge, Idaho Falls - $736,000; advance from FY15 to FY11; and
- Key #11992, STC-5713, Frontage Road, Junction SH-53 to Chilco - $5,400,000; advance from Preliminary Development to FY11.

5) Out of State Travel. The FY12 out-of-state travel request is $251,300. The breakdown of funding is state - $212,640 and federal - $38,660.

6) Contract Awards. The low bid on key #9781 – US-95, Garwood to Sagle, Sagle Safety Improvements, District 1, was more than ten percent over the engineer's estimate, requiring justification. The engineer's estimates for the Advanced Warning Beacon item and the Illumination were less than the bid amount. Staff believes the price for the Advanced Warning Beacon is reasonable given this item is not common on District 1 projects. The Illumination item is paid on a lump sum basis, eliminating the ability to use the Average Unit Price Report due to the varying amount of work per project. Staff underestimated the bid price by not taking into account the high ratio for boring under the highway when compared to other projects for the estimate. Additionally, the material costs have increased. No obvious errors in the engineer's estimate were discovered. Staff recommends awarding the project. Low bidder: Knife River Corporation – Northwest DBA Knife River - $172,192.

Key #11989 – US-95, Upper and Lower Moyie River Bridges, District 1. Low bidder: Braun-Jensen, Inc. – $162,000.

Key #9454 – US-95, Burlington Northern Railroad Overpass and Pack River Bridges, Bonner County, District 1. Low bidder: Penhall Company - $197,063.

Key #9472 – US-95, Lapwai Creek Bridges, Nez Perce County, Stage 1, District 2. Low bidder: Wadsworth Brothers Construction Company, Inc. - $8,917,793.

Key #12036 – SH-21, Warm Springs Creek Bridge to Canyon Creek Bridge, District 3. Low bidder: Knife River Corporation – Northwest DBA Knife River - $1,249,589.

Key #11454 – SH-21, Five Mile Creek Bridge, Boise County, District 3. Low bidder: Cannon Builders, Inc. - $1,215,453.

Key #11477 – SH-25, Paul to Rupert, District 4. Low bidder: Staker & Parson Companies dba Idaho Sand & Gravel - $2,173,173.

Key #11614 – US-93, Nevada State Line to Roadside Park, Twin Falls County, District 4. Low bidder: Legrand Johnson Construction Company - $2,983,100.

Key #9559 – SH-33, Driggs Main Street Improvements, District 6. Low bidder: H-K Contractors, Inc. - $2,630,270.

7) Professional Services Agreements and Term Agreement Work Task Report. From April 1 through April 29, $1,118,629 in new professional services agreements and work tasks were processed. Eight supplemental agreements to existing agreements were processed in the amount of $977,750 during this period.

8) Speed Minute Entry Changes for March 2011 – April 2011. The following minute entries for speed control zones were processed in District 1 from March through April 2011:

	Beginning	Ending	Speed Limit	
Route	Milepost	Milepost	Old	New
US-95	402.480	404.600	55	45
US-95	404.600	406.600	55	65
US-95	406.600	421.000	60	65
SH-58	2.223	2.550	55	45
SH-58	2.550	2.943	55	35

Adopt-A-Highway Presentation (AAH). Vice Chairman Blick recognized the Star Award Youth from Burley for its efforts in the AAH Program. The group has been picking up litter along US-30 near Burley since 2000. He believes these groups provide a valuable service for ITD and the State of Idaho.

Update on Cooperative Agreement Negotiations with Cassia County. In January 2010, the Board authorized staff to complete the necessary agreements with Cassia County to transfer STC-2841, Elba-Almo Highway, to ITD. District 4 Engineer (DE) Devin Rigby reported on the status of the cooperative agreement. ITD will perform the summer maintenance and the County will be responsible for the winter maintenance. Two pieces of surplus equipment will be provided to the Idaho Department of Parks and Recreation (IDP&R). Cassia County and IDP&R have a cooperative agreement, so the county will be able to use the equipment.

Vice Chairman Blick said the Board Subcommittee on State Highway System Adjustments met earlier in the day. It concurred with this proposal.

Delegation – City of Kimberly. City of Kimberly Administrator Polly Hulsey thanked the Board for its partnership on the traffic signal at Red Cap Corner, or US-30 and SH-50. She expressed appreciation for DE Rigby and his staff and the assistance they have provided.

Chairman Manning thanked City Administrator Hulsey for her comments.

Board Items. Member Vassar said she was contacted by a vendor that was not successful in a bid for 52 trucks in District 2. The vendor had concerns about the process. The Department of Administration was responsible for awarding the bid. It encouraged Board members to not discuss the issue with vendors because it believed those discussions may be unlawful. Member Vassar expressed concern with that direction, as she believes it is important to talk to constituents. She asked for clarification on this issue at a future meeting.

Vice Chairman Blick reported on the Board Subcommittee on Adjustments to the State Highway System meeting held earlier that morning. Staff is in the process of revising Board Policy B-09-06, Adjustments to the State Highway System. When a new alignment or alternate route is being considered for construction, the policy will instruct staff to negotiate with local entities on the relinquishment of the former route before the new project is approved in the STIP.

Chairman Manning said he attended the Project Development Conference last month. Member Coleman provided welcoming remarks. Chairman Manning commended staff for organizing the successful conference. He attended a presentation on installing solar panels on highways to generate electricity. The intent is to sell the power to the local distributor or possibly use it for signing.

Chairman Manning reported on the recent action of the Moscow City Council, whereby it approved a resolution in support of overlegal loads traveling on US-95 through Moscow.

In conclusion, Chairman Manning mentioned the recent dedication ceremony for the I-84, Ten Mile Interchange project. Member Whitehead spoke at the ceremony.

Director's Report. Director Ness reported on the recent American Association of State Highway and Transportation Officials' (AASHTO) meeting. The main topics of discussion related to reauthorization of the federal transportation act and funding.

Chief Engineer (CE) Tom Cole summarized some of the AASHTO meetings he attended. One of the sessions focused on an FHWA sustainability highway tool. The technology will evaluate projects and provide justification for funding projects. The Standing Committee on Highways approved a resolution establishing a special subcommittee to address the concern of staff turnover and the difficulty of retaining employees. There was also a discussion on a federal truck weight law. A proposed amendment to allow states to set their own truck weight and length limits on Interstates and the National Highway System was tabled.

Director Ness said the Leadership Team is continuing to focus on accountability. A new employee management system is being developed that will align employees' performance plans with the Department's goals.

The Exxon/Mobil test load safely reached the Montana border on US-12 last week. The hearing on the overlegal permits concluded earlier this month and a decision is expected around the middle of June. Conoco/Phillips has

completed transporting its four oversized loads from Lewiston to the Montana border.

Director Ness announced the appointment of Shelby Kerns as ITD's Division of Financial Management (DFM) budget analyst, replacing Roger Brown. He thanked Mr. Brown for his service.

Director Ness introduced Mike Golden as the recently-appointed Chief Administrative Officer (CAO). CAO Golden summarized his extensive experience in the transportation industry, including in both the public and private sector. His goal as CAO is to ensure the Department has the resources necessary to become the best transportation department in the country.

Chairman Manning welcomed CAO Golden to ITD.

Director Ness is implementing a new communication mechanism. Two groups of employees, one comprised of supervisors and the other of non-supervisory positions, have been invited to participate in the Direct to the Director meetings. This will provide a forum for staff members to ask questions and share suggestions and concerns. The first meeting will be held on May 20.

Director Ness attended a recent meeting at the Governor's Office to discuss flooding and the potential for flooding. The wet spring and heavy snowpack have already resulted in flood damage, mainly on local roads. DDIR Stokes elaborated on the flooding concerns. A number of disaster emergencies in northern Idaho counties have been declared. ITD has been providing assistance to local entities that have roads on the federal aid system. If the roads are not on the federal aid system, the Federal Emergency Management Agency is responsible. The total amount of damages to date is estimated at $10 million.

DDIR Stokes said a number of new appointments have been made to the Idaho Traffic Safety Commission.

DDIR Stokes reported that the Department signed a contract with 3M for the Division of Motor Vehicles' modernization project. The project, including an Aeronautics' component, is scheduled in four phases, with completion expected in 2014. Member Gagner requested a future presentation on the new computer system and contract.

Public Transportation Advisory Council (PTAC) District 4 Annual Update. District 4 PTAC Member Joe Herring said the transition to a mobility manager has gone well. He expressed appreciation for the coordination efforts.

Mobility Manager Vanessa Fry said the focus is on safety and mobility. She is in the process of identifying communities' needs and looking at various strategies. She summarized the services the transit agencies provide in District 4. Ridership is up overall; however, it is down at Trans IV, presumably due to the cuts in Medicaid funding. Ms. Fry said efforts will continue on updating strategies and strengthening outreach in Gooding, Lincoln, and Camas Counties.

Chairman Manning thanked PTAC Member Herring and Ms. Fry for the report and for their efforts on public transportation.

Legislative Process. Government Affairs Manager (GAM) Mollie McCarty summarized the legislative process, which starts with staff compiling concepts for Leadership's consideration. If Leadership concurs with the concepts, they will be presented to the Board for approval in July. The approved ideas will be submitted to DFM and, upon approval, draft legislation will be prepared and submitted to the Board for approval at the September meeting.

A new step is being added to the process this year. At the June workshop, the Department's three advisory boards that are established in Idaho Code - the Aeronautics Advisory Board, Dealer Advisory Board, and Public Transportation Advisory Council - will be given the opportunity to present legislative concepts that they would like to submit for the 2012 session. GAM McCarty also submitted tentative dates for the fall legislative outreach meetings and provided an overview on the administrative rule process.

Temporary/Proposed Rule Changes to IDAPA 39.02.70, Rules Governing Restricted Driving Permits. Driver Services

Manager (DSM) Ed Pemble said House Bill 334 was enacted by the 2009 legislature with an effective date of January 1, 2010. Revisions to IDAPA 39.02.70, Rules Governing Restricted Driving Permits are being proposed to coincide with the legislation. The reference to a $35 application fee in the rule is being replaced with a reference to the statute. Additional proposed changes in the rule will simplify the restricted driving permit process, eliminate redundant language and align requirements with existing statutes and court rulings. A July 1, 2011 effective date for the temporary rule is proposed with final approval required by the 2012 legislature.

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

RES. NO. ITB11-18

WHEREAS, changes are being proposed to IDAPA 39.02.70 – Rules Governing Restricted Driving Permits; and

WHEREAS, changes are required with the enactment of House Bill 334 by the 2009 legislature, effective January 1, 2010; and

WHEREAS, statute supersedes any conflicting requirements in the rule; and

WHEREAS, rule reference to a specific application fee is being replaced with a reference to the statute; and

WHEREAS, additional proposed changes in the rule will simplify the restricted driving permit process, eliminate redundant language, and align requirements with existing statutes and court rulings.

NOW THEREFORE BE IT RESOLVED, that the proposed changes to IDAPA 39.02.70 shall be adopted by the Idaho Transportation Board in accordance with the Idaho Administrative Procedure Act, Title 67, Chapter 52, Idaho Code, and with the rule-making requirements of the Idaho Transportation Department; and

BE IT FURTHER RESOLVED, that the rule will be temporary and proposed, effective on July 1, 2011, and subject to final approval by the 2012 legislature.

Central Issue Implementation. DSM Pemble provided an update on the new central issuance driver licensing system. Payette County was the first location to implement this system on May 16. It will be followed by Ada County on May 23. The two pilot projects will be reviewed and necessary adjustments made before the new system is fully implemented statewide. Department of Homeland Security grants are providing financial assistance for some of the new equipment and training.

DSM Pemble said ITD is transitioning to central issue because it is more cost-effective, more secure, and safer. The new process includes producing a driver's license or ID card at a secure location off-site. Instead of receiving the license or card at the time a citizen applies for it, the license or card will be mailed to the applicant in approximately 10 business days. A temporary license or ID card will be issued in the interim. He added that an extensive public information campaign has been initiated to inform citizens of the change.

Chairman Manning thanked DSM Pemble for the update.

FY13 Zero-Based Budget: Overview and Status Report. Senior Budget Analyst (SBA) Joel Drake said a Governor's 2009 Executive Order directed ITD to implement zero-base budgeting for Highway Operations and Contract Construction in 2013 and for Administration, Planning, Motor Vehicles, Aeronautics, and Public Transportation in 2014. ITD decided to include all programs in its FY13 zero-base budget analysis. It is being done in conjunction with re-alignment. The purpose is to ensure programs are aligned to legal mandates by reviewing all programs, including funding and personnel. The report is due to DFM on September 1, 2011.

SBA Drake summarized the three primary elements. An analysis was undertaken to ensure the Department's mandates are being completed. The resources to meet the mandates were identified and allocated accordingly. Lastly, the

priorities of the cost centers were identified. To date, the cost centers and analysis method have been approved by DFM, the legal mandate analysis has been completed, budgets and personnel have been allocated among the units and defined work outputs, and the cost center rankings have been completed by the Executive Team. Areas of duplicated effort are currently being identified. The last steps are to complete the analysis and produce the final report.

SBA Drakes believes this has been a valuable exercise, as it identifies the highest priority services and reallocates resources to ensure efficiency; requires more involvement in the budget process; provides justification for every dollar of spending authority requested from the legislature; ensures the Department is upholding its legal mandates; identifies Idaho Code revisions needed to align programs with mandates; and re-affirms the charter for each program. He acknowledged and thanked the numerous employees that have been involved with this endeavor.

In response to Member Gagner's questions, SBA Drake replied that the zero-based budget report will be a valuable tool for decision making and that the intent is to fully implement the process every five years. He added that the groundwork has been completed so the next review will not be as time and labor intensive. Member Vassar said she has been through the zero-based budget process. She acknowledged the huge undertaking of a project of this magnitude and commended SBA Drake and staff for the process utilized.

Chairman Manning thanked SBA Drake for the report and for his efforts on this project.

Monthly Financial Statements and Highway Program Obligations. Manager, Transportation Investments Dave Amick reported that over $153 million had been obligated as of April 30, or about 52% of the project costs in the current STIP. At the same time last year, nearly $212 million had been obligated, or 49%.

Controller Gordon Wilmoth said FHWA Indirect Cost Allocation revenue through March was $38,817,000, which exceeded the projected amount of $19,600,000. Miscellaneous state funded revenue of $24,209,000 was $162,000 above the forecast. Highway Distribution Account revenue, excluding ethanol exemption elimination, was $138,286,000. The projected revenue was $134,606,000. Revenue from the ethanol exemption elimination was $11,700,000, which was 1.5 % below the projected amount. Revenue from the Equipment Buy Back Program was $798,000.

Revenue to the State Aeronautics Fund from aviation fuels was $1,184,000, or $63,000 above projections. Total expenditures in the ARRA Title XII Fund for highway projects were $153,135,000, while $178,800,000 had been appropriated. Expenditures for public transportation were $6,337,000 of the $9,200,000 available. Of the $17,400,000 LHTAC-administered ARRA Title XIV funds, $9,935,000 had been expended.

Member Vassar questioned LHTAC's ability to meet the ARRA deadlines. Controller Wilmoth replied that he has been communicating with LHTAC on that. If possible, ITD staff will provide assistance to ensure LHTAC's ARRA funds are expended by the end of the year.

Division of Highways' Information Technology Plan. Project Management Office Manager (PMOM) Shannon Barnes noted that the Division of Highways has made a number of investments and improvements in its technology systems. The objectives are to ensure information is accessible, accurate, and available locally; automate and improve the business processes; and ensure the systems are reliable, cost effective, and meet the business needs. Some projects are currently under development, such as the fleet management system, Intelligent Transportation Systems architecture, and project scheduling; however, a technology investment plan is being created to help guide those efforts. A business and technology assessment will be conducted on the remaining systems, then a technology model will be created that will identify the schedule, resources needed and estimated costs. That will be followed by prioritizing and scheduling projects and system enhancements. She added that a key component will be to ensure that the Department has valid cost estimates and skilled employees for these projects.

In response to Member Gagner's question on the timeframe for the entire process, PMOM Barnes replied that the schedule has not been completed. There are variables, such as the scope and budget, that will impact the timeframe.

Chairman Manning thanked PMOM Barnes for the informative report.

Executive Session on Personnel and Legal Issues. Member Whitehead made a motion to meet in executive session at 11:55 AM to discuss personnel and legal issues as authorized in Idaho Code Section 67-2345(b) and (f). Member Vassar seconded the motion and it passed 5-0 by individual roll call vote.

A discussion was held on personnel matters related to the evaluation of a public officer and the disciplining of employees.

A discussion was held on legal matters related to environmental issues related to highway construction; litigation against ITD on employment-related matters; the operation of the state highway system; and allegations of inappropriate actions on a contract award.

The Board came out of executive session at 1:25 PM. No final actions or decisions were made.

Annual Update of Safety Rest Areas and Oasis Partnerships. Steve Spoor, Maintenance Services Manager (MSM) said two rest area projects were recently completed: Timmerman on US-20/SH-75 and Hagerman on US-30, which are both in District 4. Three rest area projects are programmed: I-15, Dubois in District 6 in FY11; US-95, Mineral Mountain in District 2 in FY12; and I-84, Cotterell in District 4 in FY13. The US-95, Camas Prairie partnership project is proceeding and the agreement should be finalized by the end of the year. He noted that no funding is available for partnership projects after FY13.

Member Whitehead asked if consideration is given to a private partner's financial capabilities to ensure it will remain in business in the foreseeable future before partnership projects are finalized. MSM Spoor replied that the District would be responsible for that. Member Vassar reported that District 2 considered the financial ability of its partner when it explored the Camas Prairie partnership proposal.

Member Gagner expressed concern with the cost of the I-15, Dubois Rest Area project because of the low average daily traffic count at that location, 2,800. He asked who determines the type of facility at each location. CE Cole responded that there are a number of factors considered when determining the type of rest area project. Currently, the Dubois facility is closed in winter. Additionally, it is not uncommon for I-15 to close in winter due to inclement weather. It is important to provide parking for motorists when the road is closed. There is a rest area team that reviews the needs of each facility and determines the best project. Statewide standards have been established.

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

RES. NO. ITB11-19

WHEREAS, Safety Rest Areas are an integral part of the transportation system; and

WHEREAS, the Idaho Transportation Department is committed to providing safe, secure, and sanitary rest area facilities at strategic locations on the state highway system; and

WHEREAS, Safety Rest Area projects shall be determined based on statewide needs.

NOW THEREFORE BE IT RESOLVED, that the Idaho Transportation Board approves the 2011 Safety Rest Areas and Oasis Partnership Program chart and map, as shown as Exhibit 402, which is made a part hereof with like effect, updating the current status of all facilities and identifying future public/private partnerships.

Recreation Bridge Activities. DE Rigby said the District receives numerous requests for recreational use of the US-93, Perrine Bridge. He provided an historical perspective on recreational activities on bridges. The current process requires applications for a special permit to be completed and submitted to the appropriate District. If the District Engineer denies the permit, the applicant may appeal to the Chief Engineer. There is no further appeal process. DE Rigby said he has taken a very firm position of not allowing special events or permits that in any way will impact or have a risk of impacting the traveling public. He believes there is a perception that BASE (buildings, antennas, span, and earth)

jumping is a permitted activity, but it is not.

Chairman Manning thanked DE Rigby for the overview on this issue.

Delegation – Eric Lyman, Over the Edge, Inc. Mr. Lyman believes the US-93, Perrine Bridge is an ideal location for bungee jumping and the City of Twin Falls appears supportive of allowing this recreational activity. Mr. Lyman believes bungee jumping is safer than BASE jumping. He encouraged the Board to not take a position on bungee jumping and essentially allow it from the state's structures.

The Board had no questions or comments. Chairman Manning thanked Mr. Lyman for his remarks.

Delegation – Debbie Dane, Executive Director, Southern Idaho Tourism. Ms. Dane believes the Thousand Springs Scenic Byway is a valuable asset to south central Idaho. There are numerous activities in the area that attract tourists. She focused on the wildlife viewing areas and thanked the Board for the partnership with the enhancements to the Hagerman Rest Area. Plans are underway to improve access and safety to the wildlife viewing area at that facility. The project will be in accordance with the Americans with Disabilities Act.

Chairman Manning commented on the importance of accommodating commerce on scenic byways. Ms. Dane concurred and acknowledged that US-30 is a major industrial route.

Chairman Manning thanked Ms. Dane for the report and for her efforts with the Scenic Byway Program.

District 4 Report. DE Rigby summarized some of the District's activities. He is pleased with the various partnerships and good working relationship the District has established with numerous entities. The District delivered all of its projects by the end of the first quarter except one. A concerted effort has been made to improve the design package. Addressing pavement deficiency has been a focus area, as 19% of the District's pavements are deficient. To improve customer service, staff conducts "after storm" critiques to determine what worked well and where improvements are needed. The weather sites will be upgraded, resulting in better data. This information will assist the maintenance crews with its activities and service.

DE Rigby thanked the Board members for visiting District 4 and for their service.

Chairman Manning thanked DE Rigby for the informative report and for his efforts.

New Business. Vice Chairman Blick said the Board Subcommittee on Adjustments to the State Highway System discussed the addition of miles to the state system. The US-95, Sandpoint Byway project is under construction. The extension of SH-16 south to US-20/26 is also proceeding well. Both new alignments will add approximately two centerline miles to the state system. The Board will be asked to approve this additional mileage at a future meeting.

WHEREUPON, the Idaho Transportation Board's regular monthly meeting officially adjourned at 2:30 PM.

signed
DARRELL V MANNING, Chairman
Idaho Transportation Board

Read and Approved
June 16, 2011
Boise, Idaho

SPECIAL MEETING OF THE IDAHO TRANSPORTATION BOARD

May 9, 2011

Idaho Transportation Board Chairman Darrell V Manning called a special meeting of the Idaho Transportation Board at 3:00 PM on Monday, May 9, 2011. The following were present at the Idaho Transportation Department in Boise, Idaho:

Darrell V Manning, Chairman
Jerry Whitehead, Member – District 3
Brian W. Ness, Director
Scott Stokes, Deputy Director
Larry Allen, Deputy Attorney General
Sue S. Higgins, Executive Assistant and Secretary to the Board

The following participated via teleconference:

Gary Blick, Vice Chairman – District 4
Jim Coleman, Member – District 1
Janice B. Vassar, Member – District 2
Neil Miller, Member – District 5
Lee Gagner, Member – District 6

Executive Session on Personnel Issues. Member Gagner made a motion to meet in executive session at 3:00 PM to discuss legal issues as authorized in Idaho Code Section 67-2345(f). Member Miller seconded the motion and it passed 6-0 by individual roll call vote.

A discussion was held on legal issues related to litigation against ITD on employment-related matters and the Environmental Protection Agency's consent decree on the US-95, Mica Bay project.

The Board came out of executive session at 3:55 PM. No final actions or decisions were made.

WHEREUPON the special session of the Transportation Board adjourned at 3:55 PM.

signed
DARRELL V MANNING, Chairman
Idaho Transportation Board

Read and Approved
May 19, 2011
Shoshone, Idaho

REGULAR MEETING AND DISTRICT TWO TOUR
OF THE IDAHO TRANSPORTATION BOARD

April 19-20, 2011

The Idaho Transportation Board met at 8:00 AM, on Tuesday, April 19, 2011, in Lewiston, Idaho. The following principals were present:

Darrell V Manning, Chairman
Jim Coleman, Member – District 1
Janice B. Vassar, Member – District 2
Jerry Whitehead, Member – District 3
Neil Miller, Member – District 5
Lee Gagner, Member – District 6
Brian W. Ness, Director
Scott Stokes, Deputy Director
Karl Vogt, Deputy Attorney General
Sue S. Higgins, Executive Assistant and Secretary to the Board

District 2 Tour. The Board departed Lewiston north on US-95. After viewing the recently completed passing lane on Moscow Mountain and the wildlife detection project, it traveled US-95 south to Moscow.

Moscow Mayor Nancy Chaney welcomed the Board to Moscow. She thanked District 2 Engineer (DE) Jim Carpenter and his staff for the good working relationship it has established with the City. She summarized a number of transportation improvements that have been completed recently and some of the planned projects.

Mayor Chaney expressed concern with the overlegal loads that are being proposed to travel US-95 through Moscow. She questioned the long-term impacts these loads may have on the infrastructure and who would be responsible for repairing damages. Safety and access are also concerns.

City Engineer Gary Riedner reported on a recent pedestrian traffic signal study at Styner Avenue and US-95. The City requested a signal at the intersection.

DE Carpenter acknowledged the partnership with the City of Moscow and thanked the officials for their cooperation.

The Board traveled east on SH-8 and north on SH-3 to Bovill. After lunch with the maintenance crew, Bovill Mayor Janiece Atkins and Council Member Duane Linderman thanked the Board for a recent sidewalk project. The District staff was instrumental in completing the project with Enhancement funds.

The Board traveled SH-3 south and US-12 west to Lewiston where it met with city officials. Laura Von Tersch, Community Development Director, welcomed the Board to Lewiston. The City has a number of activities planned this year in commemoration of its sesquicentennial. City representatives reported on various activities. Transit is an important component to the transportation system and options to increase service are being explored. A wayfinding plan is being developed with the City of Clarkston. Staff is working with District 2 on signage. Efforts are continuing on developing the City's waterfront. Plans to develop a new east-west corridor have been initiated.

The Board traveled the Snake River Avenue corridor. Lewiston Parks and Recreation Director Lynn Moss summarized the various amenities that have been added and plans for additional enhancement projects. He expressed appreciation for the Department's partnership.

The Board visited the Port of Lewiston. It toured the site where a number of Imperial Oil/ExxonMobil modules are being reduced in size for transport to Montana via US-95 and I-90.

WHEREUPON the tour recessed at 4:30 PM.

April 20, 2011

The Board reconvened at 8:30 AM on Wednesday, April 20, 2011, at the Idaho Transportation Department District 2 Office in Lewiston, Idaho. All members were present except Vice Chairman Gary Blick.

Board Minutes. Member Gagner made a motion to approve the minutes of the regular Board meeting held on March 16-17, 2011 and the minutes of the special Board meeting held on April 5, 2011, as submitted. Member Miller seconded the motion and it passed unopposed.

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

May 18-19, 2011 – District 4
June 15-16, 2011 – Boise
July 13-14, 2011 – District 1

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

RES. NO. ITB11-11

NOW THEREFORE BE IT RESOLVED, that the Idaho Transportation Board approves the removal of two East Canal Bridges in Cassia County from the Off-System Bridge Program; the addition of National Summer Transportation Institute projects to FY11 of the Capital Investment Program; revisions to Board Policy B-05-06, Winter Maintenance Standards on State Highways; and the state institution road improvement request; and has received and reviewed the contract award information and the professional services agreements and term agreement work task report.

1) Removal of Two East Canal Bridges in Cassia County from the Off-System Bridge Program. The Local Highway Technical Assistance Council (LHTAC) added the Wilson Avenue, East Canal Bridge, key #12411 and Dam Road, East Canal Bridge, key #12410, to Preliminary Development of the Off-System Bridge Program during last year's program update. The sponsors of these projects have requested the removal of the projects from the Program. Key #12411 was removed by the Board in January 2011; however, it was subsequently discovered by staff that the information presented to the Board indicated the incorrect sponsor of that project. LHTAC has clarified the alignment of the sponsorship for these two similar projects and requests the removal of both keys #12410 and #12411 and to amend the Statewide Transportation Improvement Program (STIP) accordingly.

2) Addition of National Summer Transportation Institute Projects to FY11 of the Capital Investment Program. The Federal Highway Administration (FHWA) awarded $100,305 of On-the Job-Training/Supportive Services discretionary funds to Idaho on April 1. The University of Idaho was awarded $64,500 for its College of Engineering summer experience for high school students. Northwest Nazarene University received $35,805 to fund an 11 day summer camp to deliver professional and STEM (Science, Technology, Engineering, and Math) based skills and activities to incoming seventh graders. Staff requested the addition of these two projects to the Capital Investment Program and to amend the STIP accordingly.

3) Revisions to Board Policy B-05-06, Winter Maintenance Standards on State Highways. The current Board policy on winter maintenance standards delegates authority to the director to establish winter level of service standards. It also requires the Board to approve the standards on an annual basis. The corresponding administrative policy delegates authority to district engineers to maintain routes at levels greater than the minimums. In an effort to make the Board and administrative policies more consistent, B-05-06 is being revised to require the Board's review whenever the standards are changed.

4) State Institution Road Improvement Request. Idaho Code 40-310(14) and Board Policy B-05-15, State Institution Road Improvement, provides $30,000 for the construction, alteration or repair of roadways in, through, or around the grounds of state institutions. The Division of Public Works recommended road repairs at the Old Idaho State Penitentiary for FY12. The estimated cost to re-pave the Idaho Botanical Garden access roadway is $20,000. The

remainder of the funding will be used to address parking area improvements for the Warden's Building, Bishop's House, and Guard House. Governor Otter has approved this recommendation.

5) Contract Awards. Key #10658 – I-90 and SH-3, FY11 District 1 Sign Upgrades. Low bidder: Road Products, Inc. - $339,977.

Key #12263 – US-95, US-2, and SH-5, FY11 District 1 Districtwide Sealcoats. Low bidder: Knife River Corporation – Northwest DBA Knife River – $1,249,562.

Key #12008 – SH-128, Washington State Line to Junction US-12, Lewiston, District 2. Low bidder: Poe Asphalt Paving, Inc. - $629,534.

Key #11033 – US-95, Jentges Road Turnbay, Idaho County, District 2. Low bidder: M. L. Albright & Sons Inc. - $1,248,317.

Key #12012 – FY12 District 2 Districtwide Sealcoats. Low bidder: Knife River Corporation – Northwest DBA Knife River - $860,000.

Key #12221 – Intersection Snake River Avenue/Southway Avenue, Drainage Field, District 2. Low bidder: Granite Excavation, Inc. - $394,017.

Key #11032 – FY12 District 2 Districtwide Bridge Rehab. Low bidder: Truesdell Corporation - $285,285.

Key #12015 – SH-13, FY11 District 2 Bridge Deck Life Extension. Low bidder: Braun-Jensen, Inc. - $119,000.

Keys #12033 and #12034 – SH-51, Grasmere to Milepost 47 and Milepost 47 to Milepost 54, Owyhee County, District 3. Low bidder: Staker & Parson Companies dba Idaho Sand & Gravel Company - $3,439,314.

Key #11049 – US-95, Oregon State Line to Milepost 16.7, Owyhee County, District 3. Low bidder: Staker & Parson Companies dba Idaho Sand & Gravel Company - $4,924,244.

Key #12891 – SH-55, Donnelly to Zachary Road, McCall, District 3. Low bidder: Snake River Construction, Inc. - $681,246.

Key #12890 – FY11 District 3 Residency 3 Sealcoats. Low bidder: Intermountain Slurry Seal, Inc. - $1,334,500.

Key #12889 – SH-71, Hells Canyon to Cambridge, District 3. Low bidder: Snake River Construction, Inc. - $1,044,932.

Key #12888 – SH-44 and SH-55, FY11 District 3 Residency 1 Sealcoats. Low bidder: Snake River Construction, Inc. - $696,795.

Key #12037 – I-84, Milepost 114 to District 3 Border, Elmore County, District 3. Low bidder: Interstate Improvement Inc. - $2,633,334.

Keys #9965 and #11567 – SH-55, South Fork Payette River Bridge and Payette River Bridge to Milepost 80.6, Boise County, District 3. Low bidder: Knife River Corporation – Northwest DBA Knife River - $2,567,127.

Key #12090 – I-84, Sweetzer Interchange to Cassia County Line, District 4. Low bidder: Legrand Johnson Construction Company - $3,234,061.

Keys #11596 and #11599 – SH-46, Railroad Crossing to Closure Gates, Gooding and Closure Gates to Schooler Creek, Gooding County, District 4. Low bidder: Western Construction, Inc. - $2,104,511.

Key #9218 – I-84, West of Wendell, Gooding County, District 4. Low bidder: Western Construction, Inc. - $11,281,043.

Key #12214 – SH-75, Frechman Creek to Stanley, District 4. Low bidder: Knife River Corporation – Northwest DBA Knife River - $4,262,133.

Key #8904 – US-93, Golf Course Road, Jerome County, District 4. Low bidder: Gordon Paving Company, Inc. - $984,594.

Keys #10582 and #10595 – I-15 and I-86, FY11 District 5 Interstate Pavement Striping and FY11 District 6 Pavement Striping. Low bidder: Streamline Markings, Inc. - $841,774.

The low bid on #12103 – US-91 and SH-39, FY11 District 5 Non-National Highway System Guardrail Upgrade, was more than ten percent over the engineer's estimate, requiring justification. The engineer's estimate was based on unit prices on an abstract of bids with a five-year trend line being applied. The major difference between the engineer's estimate and low bid were in the granular borrow and surface course for guardrail items. The higher bid price on the granular borrow may be due to uncertainty regarding borrow sources and multiple sites. The higher price on the surface course for guardrail may be due to the labor-intensive and time-consuming nature of the work. Staff does not believe re-bidding the project would result in a lower price and recommends awarding the project. Low bidder: Marcon, Inc. - $601,511.

6) Professional Services Agreements and Term Agreement Work Task Report. From February 28 through March 31, $2,172,300 in new professional services agreements and work tasks were processed. Ten supplemental agreements to existing agreements were processed in the amount of $834,000 during this period.

Board Items. Member Miller referenced the fairly new flashing yellow left-turn arrows that are on a number of traffic signals. Those signals are causing confusion in eastern Idaho. Motorists don't understand how they work. He requested a public education campaign on the flashing yellow left-turn arrows.

Chairman Manning said the majority of meetings he attended the past month were related to the legislative session. He extended appreciation to all of the staff members that worked diligently on legislative issues, including monitoring legislation and answering questions.

Director's Report. Director Ness provided a brief summary on legislation, focusing on the Department's appropriations and GARVEE Program. The Joint Legislative Oversight Committee received a follow-up report on the 2009 performance audit. Overall, the report was positive and commended the Department for addressing the recommendations.

Director Ness said Larry Allen has been selected to replace Karl Vogt as the lead Deputy Attorney General. Although Mr. Allen has spent time at ITD recently as part of the transition, he will officially begin on April 25. Director Ness thanked DAG Vogt for his service to ITD and wished him well in his next endeavors.

A concerted effort is underway with Ada County Highway District (ACHD), Idaho State Police, and Homeland Security to focus on intelligent transportation systems. Director Ness reported that Chief Operations Officer Paul Steinman will be the team leader.

Director Ness announced the appointment of J. Michael Golden as the Chief Administrative Officer. Mr. Golden will start on May 1. Director Ness thanked Acting Chief Administrative Officer Gordon Wilmoth for his service and for assuming additional duties.

The Leadership Team is continuing realignment efforts and has established a timetable. The intent is to have the realignment complete around June 1; however, there may be some transition plans developed to ensure that every employee will maintain employment and that no employee will lose their current rate of pay as a result of realignment.

Zero-based budgeting is proceeding well and will be discussed at the June workshop.

The Department received a number of awards at the recent American Council of Engineering Companies' luncheon. The I-84, Vista Interchange project received two awards and the US-95 junction project, Idaho Airport System Plan, and Americans with Disabilities Act improvements each received one award.

Director Ness met with FHWA officials. Some of the topics discussed included an update on the FHWA initiative Every Day Counts, Civil Rights staffing, FY12 risk areas, and the census regarding the Coeur d'Alene Transportation Management Area.

The Leadership Team met with ACHD's leadership team. Director Ness believes that was a valuable discussion.

Director Ness has been asked to chair a special American Association of State Highway and Transportation Officials' (AASHTO) committee on Security and Emergency Management.

Last year Director Ness met with all ITD employees. He said he intends to meet with all staff members again this year and began that effort in District 2 earlier this week.

Director Ness outlined some upcoming events. Capital for a Day is scheduled in Mullan on April 27. The annual AASHTO spring conference will be the first week in May.

DDIR Stokes distributed the performance measures report. He noted that the cumulative number of traffic fatalities to date is fewer than a year ago. He also highlighted the project delivery efforts.

DDIR Stokes said Assistant Roadway Design Engineer Monica Crider has been the acting Equal Employment Opportunity Manager (EEOM). The external EEO office has been realigned under Human Resources to consolidate with the internal EEO office. He thanked Ms. Crider for assuming the additional EEO duties and commended her efforts.

Adopt-A-Highway Presentation (AAH). District 2 AAH Coordinator Shane Niemela thanked the Craigmont Lion's Club for its participation in the AAH Program. The group has been picking up litter along US-95 in the Craigmont vicinity since 1991.

Delegation – City of Lewiston. Lewiston Mayor Kevin Poole thanked the Board for its support and the various projects it has funded in the area. He emphasized the importance of a good transportation system, particularly for economic development. He supports issuing overlegal permits and understands the Department's responsibility to balance the conflicting needs and desires of the various highway users.

Chairman Manning thanked Mayor Poole for his comments and for his service to the community.

District 2 Report. DE Carpenter summarized some of the District's activities. The District's striping crew continues to provide striping services for other Districts, which has been a successful initiative. During last year's Board tour, the City of Orofino expressed concern with a railroad crossing and lack of signing at a bus stop. DE Carpenter reported that both of those issues are being addressed. Additionally, the partnership with the Nez Perce Tribe on a US-95 rest area near Winchester is proceeding.

Some new initiatives underway are to improve the quality and accuracy of construction inspections, improve contracts through warranties and performance measures, and consolidate administrative functions in the residencies. A corridor safety initiative has been developed to make improvements through measures such as constructing turn bays, rock fall mitigation, and hazardous tree removal.

Member Vassar commended DE Carpenter on transitioning to performance based specifications as opposed to the current methods of specifications for chip seal projects. She believes that this approach should be considered in the future on other types of projects.

DE Carpenter reported on some of the performance measures. It had 98% of its projects constructed within 105% of the bid. The pavement condition goal for the state is 82%, but the District's current pavement condition is 84.8%. A new item being measured is winter maintenance. Although there are no previous records for comparison, the evaluation provided good data that will further this performance measure.

Member Gagner acknowledged the performance measures and commended DE Carpenter for the improvements. Member Miller added accolades for the mentoring that DE Carpenter has provided to other engineers throughout the Department. He added that both DE Carpenter and DE5 Ed Bala have trained many employees and are highly respected.

Public Transportation Advisory Council (PTAC) District 2 Annual Update and I-way Leadership Award. District 2 PTAC Member Carl Root emphasized the importance of public transportation. He summarized the various public transportation options available in District 2 and noted that ridership increased this past year. The biggest challenge is insufficient funding, particularly the lack of tools for communities to obtain revenue. One of the successes has been the online rideshare tool.

PTAC Member Root believes coordination has improved in the District. Efforts on long-term planning will continue, particularly identifying where additional services are needed. Some providers are looking at expanding service. He also noted the federal grant that the City of Moscow received for its Intermodal Transit Center. He believes that will be a valuable component and will help connect all transit providers.

Member Gagner questioned plans to expand and provide additional services when revenue is limited. PTAC Member Root acknowledged that funding is a statewide concern. Community Transportation Association of Idaho (CTAI) Executive Director Heather Wheeler added that the district coordinators and councils play a role. They review proposed projects and will not recommend projects for funding if ongoing revenue is a concern.

Member Miller noted that routes and schedules change. He asked about notifying riders of changes. PTAC Member Root replied that the provider is responsible for publishing its schedule. There are a number of options available to publicize this information.

Member Vassar said ITD is continuing its partnership with CTAI to recognize leadership and innovation in the effective coordination of mobility options in each District. She presented the I-way Leadership Award to Nancy Hoobler and commended Ms. Hoobler for her voluntary efforts with Disability Action Center (DAC). Not only has Ms. Hoobler been a volunteer driver for DAC, but she has also recruited other volunteers and has raised awareness of the program.

Chairman Manning congratulated Ms. Hoobler for her recognition and thanked PTAC Member Root for his report.

Subrecipient Review Update. Division of Transportation Performance Administrator (TPA) Randy Kyrias provided a history of the Federal Transit Administration (FTA) funding. Prior to 2006, ITD received less than $3 million. As part of the 2006 Safe, Accountable, Flexible, Efficient Transportation Equity Act – A Legacy for Users (SAFETEA-LU), FTA funding more than doubled. In 2011, Idaho will receive more than $8 million.

Prior to TPA Kyrias's employment at ITD, there were no written procedures or guidance on FTA funding and compliance. Some of the steps he has undertaken to address the insufficient oversight included reorganization of the division and development of a compliance program. Additionally, a new grants administration system is being developed.

Chairman Manning thanked TPA Kyrias for his efforts.

Proposed Changes to IDAPA 39.02.72: Rules Governing Administrative License Suspensions. Driver Services Manager Ed Pemble said House Bill 61 was enacted by the 2011 legislature with an effective date of May 1, 2011. The legislation implements changes to Idaho Code 18-8002, 18-8002A, and the administrative license suspension program.

Revisions to IDAPA 39.02.72 are needed to provide consistency with the revised statute. Other changes are being made to reflect current practices and to improve operation of the administrative license suspension program. An effective date of May 1, 2011 is being requested to coincide with the enactment of House Bill 61.

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

RES. NO. ITB11-12 WHEREAS, changes are being proposed to IDAPA 39.02.72 – Rules Governing Administrative License Suspension; and

WHEREAS, House Bill 61 was enacted by the 2011 legislature and is effective May 1, 2011; and

WHEREAS, House Bill 61 will implement changes to Idaho Code 18-8002 and 18-8002A and the administrative license suspension program; and

WHEREAS, changes within the rule are needed for consistency with the revised statute, to reflect current practices, and to improve operation of the administrative license suspension program.

NOW THEREFORE BE IT RESOLVED, that the proposed changes to IDAPA 39.02.72 are hereby approved by the Idaho Transportation Board in accordance with the Idaho Administrative Procedure Act, Title 67, Chapter 52, Idaho Code, and with the rule-making requirements of the Idaho Transportation Department; and

BE IT FURTHER RESOLVED, that temporary and proposed rule changes are effective May 1, 2011 to coincide with the enactment of House Bill 61.

Addition of US-95, Sandpoint to Kootenai Cutoff Project, Key #1509, to FY11 of the Capital Investment Program. DE1 Damon Allen reported that approximately $15 million is available statewide for projects, mainly due to cost savings. Last month staff discussed utilizing these savings and a decision was made to recommend funding the US-95, Sandpoint to Kootenai Cutoff project. The project is ready to construct and will address the state priority of using additional funding for safety and mobility improvements.

DE Allen said the concept for the US-95, Sandpoint to Kootenai Cutoff project was approved in 1999 with construction programmed as early as FY00; however, due to funding constraints, the project was delayed. The intent was for the project to be constructed prior to the completion of the US-95, Sandpoint Byway project. The Byway is under construction now and traffic is expected to be shifted onto the new alignment this fall. He believes it is critical to construct the Sandpoint to Kootenai Cutoff project soon to upgrade the highway to a four-lane access controlled facility to improve mobility and safety north of the Sandpoint Byway. US-95 from Sandpoint to Kootenai Cutoff is currently congested and has an elevated crash history. Additionally, the pavement is failing and will need immediate heavy maintenance if the project does not get funded. The current estimate to construct the project is $11.8 million. The environmental work has been completed. He acknowledged FHWA's assistance with expediting review of the environmental document to ensure the project is ready for advertising.

Member Coleman asked if all of the right-of-way has been purchased. DE Allen replied that the right-of-way has been secured. Over $5 million has been invested in the right-of-way. DAG Vogt clarified that all of the right-of-way has been purchased except one parcel. ITD can proceed with the project; however, one parcel will need to be condemned.

Member Vassar noted the letters of support that were received for this project. Numerous public and private entities from northern Idaho encouraged the Board to fund the project.

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

RES. NO. ITB11-13 WHEREAS, it is in the public's interest for the Idaho Transportation Department to publish and accomplish a current, realistic, and fiscally constrained five-year Highway Development Program; and

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

WHEREAS, releases at award have generated $15 million of unprogrammed funds statewide through March; and

WHEREAS, safety and mobility improvements are the Department's stated priorities for unanticipated funding; and

WHEREAS, US-95, Sandpoint to Kootenai Cutoff, key #1509 has been developed to Plans, Specifications, and Estimates; and

WHEREAS, US-95, Sandpoint to Kootenai Cutoff is a critical piece for the optimal functionality of the new Sandpoint Byway and will lend greatly to safety and mobility of the US-95 corridor.

NOW THEREFORE BE IT RESOLVED, that the Board approves the addition of US-95, Sandpoint to Kootenai Cutoff to FY11 of the Capital Investment Program for an estimated construction cost of $11.8 million; and

BE IT FURTHER RESOLVED, that the Board amends the FY11 Statewide Transportation Improvement Program accordingly.

Addition LHTAC Technology Transfer Study in Western States to FY11 of the Local Rural Program. LHTAC Administrator Lance Holmstrom requested the addition of a $120,000 Technology Transfer Study in Western States to FY11 of the Local Rural Program and to modify grouped totals of the STIP accordingly. LHTAC is charged with the effective and efficient administration of transportation knowledge and funds to local public agencies and stakeholders. To further its mission, the study will survey how other western states administer their local federal-aid programs; survey how other states' standards and policies for local roads compare to state roads; and develop recommendations for streamlining processes and ensuring consistent standards and policies in Idaho. The project will be funded through savings from the LHTAC Computer Networking project.

Member Whitehead made a motion, seconded by Member Coleman, to approve the following resolution:

RES. NO. ITB11-14

WHEREAS, it is in the public's interest for the Idaho Transportation Department to publish and accomplish a current, realistic, and fiscally constrained five-year Highway Development Program; and

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

WHEREAS, the Local Highway Technical Assistance Council (LHTAC) is charged with the effective and efficient administration of transportation knowledge and funds to local agencies and stakeholders; and

WHEREAS, the proposed LHTAC Technology Transfer Study in Western States project will increase LHTAC's effectiveness and efficiency by surveying, analyzing, and recommending changes to streamline local processes and standards as appropriate; and

WHEREAS, LHTAC will include Department staff in preparing recommendations for needed changes; and

WHEREAS, LHTAC has sufficient savings in FY11 to fund this project.

NOW THEREFORE BE IT RESOLVED, that the Board approves the addition of LHTAC Technology

Transfer Study in Western States to FY11 of the Capital Investment Program for a total cost of $120,000; and

BE IT FURTHER RESOLVED, that the Board amends the FY11 Statewide Transportation Improvement Program accordingly.

In response to Member Coleman's questions, LHTAC Administrator Holmstrom replied that the study is expected to be completed early next year and the findings will be presented to the Board. Member Vassar asked if other states have entities similar to LHTAC. LHTAC Administrator Holmstrom believes LHTAC is unique to Idaho. The majority of state departments of transportation provide oversight for the local public agencies' federal aid.

The motion passed unopposed.

Funding for FY12-16 Highways Program Update. Manager, Transportation Investments (MTI) Dave Amick summarized the federal and state capital funding assumptions for FY12 to FY16. Funding expectations are heavily dependent on the assumption that federal funding for highways will continue at FY09 actual federal apportionment levels. There is little specific information about the timing, duration, and characteristics of any future multi-year federal highway funding authorization law.

MTI Amick outlined the investment decisions for funding the state performance programs, local programs, and other specific statewide programs in the Highway Capital Investment Program during the upcoming program update. The plan is designed to minimize disruption to the development of existing projects and Board targets. State construction revenue estimates for FY12-16 have been reduced by $19 million annually to reflect legislation that continues funding the Idaho State Police and Idaho Parks and Recreation Department out of the Highway Distribution Account (HDA). Federal indirect cost recovery in FY13 reflects short-term trends in increased GARVEE payout. Federal formula funding in FY12 is flat-lined at actual FY10 apportionments where formula funds were increased in lieu of Highway Priority earmarks being taken off the top of Idaho apportionments. Federal formula funding in FY13 and later is flat-lined at actual FY09 apportionments under the assumption that reauthorization will be passed and High Priority earmarks will be similar to those under SAFETEA-LU. Having exceeded the 82% pavement condition goal, the inflation allowances for pavement preservation can be curtailed; thus emphasizing pavement and bridge restoration and safety and mobility improvements. It is expected that the suspension of the STP-Enhancement and Congestion Mitigation and Air Quality Programs can continue without loss of federal funds based on the FY09 rescission restoration included in the FY10 SAFTEA-LU extension.

The Board expressed general concurrence to proceed in this direction. Chairman Manning thanked MTI Amick for the overview.

Monthly Financial Statements and Highway Program Obligations. As of March 31, over $127 million had been obligated, according to MTI Amick, or about 43% of the project costs in the current STIP. At the same time last year, nearly $134 million had been obligated, or 31%.

Controller Gordon Wilmoth said FHWA Indirect Cost Allocation revenue through February was $37,000,000, which exceeded the projected amount of $18,125,000. Miscellaneous state funded revenue of $21,545,000 was $845,000 above the forecast. HDA revenue, excluding ethanol exemption elimination, was $123,100,000. The projected revenue was $120,000,000. Revenue from the ethanol exemption elimination was $10,600,000, which was 1.5 % below the projected amount. The Equipment Buy Back Program revenue was $798,000.

Revenue to the State Aeronautics Fund from aviation fuels was $1,081,000, or $63,000 above projections. Total expenditures in the American Recovery and Reinvestment Act (ARRA) Title XII Fund for highway projects were $152,000,000, while $178,800,000 had been appropriated. Expenditures for public transportation were $5,885,000 of the $9,200,000 available. Of the $17,400,000 LHTAC-administered ARRA Title XIV funds, $9,895,000 had been expended.

Controller Wilmoth reported that the FY12 budget of the Office of Attorney General was increased to hire two more

Deputy Attorneys General to support ITD. The Department already had those funds appropriated, so no additional appropriation was required.

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

A discussion was held on legal matters related to the Environmental Protection Agency's consent decree on the US-95, Mica Bay project; a request to de-designate a portion of a scenic byway; and litigation related to the issuance of Division of Motor Vehicles permits.

A discussion was held on personnel matters related to potential discrimination concerns.

The Board came out of executive session at 1:10 PM. No final actions or decisions were made.

De-designation of a Portion of the Wild Horse State Scenic Byway. Member Whitehead made a motion to postpone the request to de-designate a portion of the Wild Horse State Scenic Byway for one month. Member Vassar seconded the motion and it passed unopposed.

GARVEE Program Update. GARVEE Program Manager (GPM) Jason Brinkman presented an updated GARVEE Working Plan summary reflecting the 2011 legislative action. A total of $79.4 million is being applied for construction of the US-95, Garwood to Sagle project; $77.9 million for construction of SH-16, Chinden to State Street; and $4.7 million for program management. The record of decision for the SH-16 project was accepted by FHWA last week. He said the Department is ready to sell bonds for these last two construction projects.

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

RES. NO. ITB11-15

WHEREAS, the Idaho Transportation Board is charged with determining the timeframe and scope of improvements for the state transportation system; and

WHEREAS, Idaho Code 40-315 authorizes federal-aid debt financing through the issuance of Grant Anticipation Revenue Vehicle (GARVEE) bonds by the Idaho Housing and Finance Association for highway transportation projects; and

WHEREAS, legislative appropriations enacted in 2006, 2007, 2008, 2009, 2010, and 2011 authorized the issuance of GARVEE bonds to finance a total of $855 million in projects; and

WHEREAS, the Board is granted the statutory responsibility and duty to allocate GARVEE bond proceeds among legislatively authorized projects, including the following:

- US-95, Garwood to Sagle
- US-95, Worley to Setters
- SH-16, Extension, I-84 to South Emmett
- I-84, Caldwell to Meridian
- I-84, Orchard to Isaacs Canyon
- US-30, McCammon to Soda Springs; and

WHEREAS, the fiscal year 2012 appropriation, House Bill 285, contained an emergency clause, whereby the appropriation is declared to be in full force and effect upon the Governor's approval, rather than on July 1; and

WHEREAS, the Governor signed and approved House Bill 285 into law on April 5, 2011.

NOW THEREFORE BE IT RESOLVED, that the Board approves the GARVEE FY12 Working Plan, which is on file in the GARVEE Program Office, and will be included in the Draft Statewide

Transportation Improvement Program, a summary of which has been provided to the Board.

Chairman Manning thanked GPM Brinkman and his staff for their efforts and oversight on this important program.

GARVEE Financing Authorization. Strategic Funding Specialist (SFS) Dave Tolman said earlier the Board approved authorizing the financing of $250 million in bonds approved by the 2007 Idaho Legislature in House Bill 336, of which $213.5 million in bonds were issued. The 2010 Legislature passed Senate Bill 1427, which authorizes the Board to finance up to $12 million in project costs of which no bonds have been issued to date. Additionally, the 2011 Idaho Legislature passed House Bill 285 authorizing the Board to finance up to $162 million in project costs. The legislation included an emergency clause that allows the bill to become law upon the Governor's signature.

SFS Tolman requested approval to combine the balance of authorization from the 2007 legislation, in the amount of $36.5 million, the $12 million authorization provided by Senate Bill 1427, and the $162 million authorization in House Bill 285, and to approve the issuance of bonds in a principal amount not to exceed $210.5 million. This approval is necessary due to legal requirements to keep the expenditures on current projects tax exempt. Additionally, the Idaho Housing and Finance Association requires a Board resolution before it can pass a resolution to issue bonds. The timing of the sale of the first portion of this amount is anticipated to be near the end of June.

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

RES. NO. ITB11-16

WHEREAS, the Idaho Transportation Department (ITD) strives to make available to the citizens of Idaho the finest transportation system via new construction projects and management of statewide assets and has authorized the use of a Grant Anticipation Revenue Vehicle (GARVEE) bonded program; and

WHEREAS, the use of future federal funds today will save the state money in the future; and

WHEREAS, Title 40, Chapter 3 and Title 67, Chapter 62, of the Idaho Code, as amended (the "Act"), authorizes the Idaho Housing and Finance Association (IHFA) to issue bonds for the purpose of funding a highway capital improvement program (the "GARVEE Program") for financing all aspects of the construction of highway projects eligible for federal reimbursement as recommended and approved by the Idaho Transportation Board (ITB); and

WHEREAS, the ITD, the ITB, and the IHFA have entered into a Master Financing Agreement with respect to the bonds; and

WHEREAS, issuing such bonds promotes the purposes of the GARVEE Program; is in the public interest; serves a public purpose; increases commerce; promotes the health, welfare, and safety of the people of the State of Idaho; and constitutes a proper exercise of the authority particularly set forth in the Act; and

WHEREAS, the 2007 Idaho Legislature has passed and the Governor has signed House Bill 336 authorizing ITD's 2007 request for bonding authority under Idaho Code Section 40-315(4) up to $250,000,000 of bonding authority of which $213,535,000 has been issued by IHFA leaving $36,465,000 not issued to date, and the 2010 Idaho Legislature has passed and the Governor signed Senate Bill 1427 GARVEE Bonding Authorization authorizing ITB's request for bonding authority under Idaho Code Section 40-315(4) up to $12,000,000, and the 2011 Idaho Legislature has passed and the governor signed House Bill 285 GARVEE Bonding Authorization authorizing ITB's request for bonding authority under Idaho Code Section 40-315(4) up to $162,000,000; and IHFA intends to issue certain tax exempt bonds, Federal Highway Trust Fund Series, during state fiscal year 2012 in an amount not to exceed $210,465,000, comprising the $36,465,000 remaining from the authorization under House Bill 336, $12,000,000 from the authorization under Senate Bill 1427, and $162,000,000 from the authorization under House Bill 285 (the "Bonds"), in order to provide funds to finance the GARVEE Program for those projects (the "Projects") referenced in House Bill 336, Senate Bill 1427, and House Bill 285 and other related legislation and this resolution shall serve as evidence of the

Board's intention to proceed with issue of the Bonds up to the amount stated and to reimburse its expenditures for the Projects from the proceeds of the Bonds; and

WHEREAS, there has been prepared a Preliminary Official Statement relating to each series of the bonds and the distribution thereof to potential bond purchasers and the distribution to all actual purchasers of the bonds of a final Official Statement will thereafter be carried out; and

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

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

1. Pursuant to the Act, the Board approves the Projects and recommends to IHFA the financing thereof through the issuance of the Bonds in an aggregate principal amount not to exceed $210,465,000 comprising of: $36,465,000 from the bonding authority approved by House Bill 336, $12,000,000 from the bonding authority approved by Senate Bill 1427, and $162,000,000 from the bonding authority approved by House Bill 285; provided that: (a) the ITD and the ITB have entered into a supplement to the Master Financial Agreement relating to the Bonds and previously executed; and (b) the ITD has provided to the IHFA all of the certificates, documents and information required under Idaho Code Section 67-6210(k).

2. The Chairman and/or Director is hereby authorized and directed, for and in the name and on behalf of the ITB, to execute the following bonding documents and any other documents required for the closing of the bonds setting forth the terms of the applicable series of bonds together with such additions or changes in the form thereof as may deem necessary or advisable, such approval to be conclusively evidenced by the execution of said bonding documents as so added to or changed.
   Final Official Statement
   Supplemental to Master Financial Agreement
   Master Trust Indenture
   Series Trust Indenture

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

Some discussion was held on the financial situation of the federal government, particularly the recent Standard and Poor downgrade on federal bonds and whether ITD should take precautionary measures. Some options may be to include a financing clause in the contract to shift some of the risk to the contractor or a terminating for convenience clause related specifically to the bonding process. No specific action was taken on this, but the Board asked SFS Tolman to continue monitoring the financial situation and keep it apprised of any concerns.

The motion passed unopposed.

Legislative Report. Governmental Affairs Program Manager (GAPM) Mollie McCarty reported on the 2011 legislative session. All of ITD's legislative proposals have become law. She added that staff is already considering proposals for the 2012 session.

Chairman Manning thanked GAPM McCarty for the report and for her efforts, as well as her staff members' assistance, during the legislative session.

Annual Report on EEO. Acting EEOM Crider highlighted the external EEO activities from FY10. Some of the Title VI activities included conducting reviews of major ITD functions for reporting to FHWA. There were no Title VI complaints. A compliance program for local public agencies was administered and Title VI reviews were conducted on a number of local public agencies. She provided an update on the Americans with Disabilities Act (ADA) transition plan. All curb ramp and sidewalk inventories have been completed. Inventory of ITD facilities and buildings is still underway. The draft transition plan should be ready for public comment soon. There was one ADA complaint in FY10, which has been resolved.

Acting EEOM Crider said contract compliance training was provided to contractors, consultants, and district personnel. Other EEO contract compliance activities included audits to determine compliance and 9 full compliance reviews. Two of the companies were found to be in non-compliance. A total of $251,566,887 in contracts was awarded to prime contractors in FY10. Disadvantaged Business Enterprises (DBEs) were awarded $1,724,466 as prime contractors and $13,128,746 as subcontractors. There were 194 DBE firms at the end of the federal fiscal year, which was an increase of 10 from FY09. Supportive services provided to DBEs included assistance with business management, procurement, and contract management.

Chairman Manning thanked Acting EEOM Crider for the presentation and for assuming the additional duties of the EEOM.

New Business. Chairman Manning noted that Member Miller's term on the board officially terminated on January 31, 2011. He thanked Member Miller for continuing his service since then and for his valuable contributions to the Board since 1995.

WHEREUPON, the Idaho Transportation Board's regular monthly meeting officially adjourned at 2:00 PM.

signed
DARRELL V MANNING, Chairman
Idaho Transportation Board

Read and Approved
May 19, 2011
Shoshone, Idaho

SPECIAL MEETING OF THE IDAHO TRANSPORTATION BOARD

April 5, 2011

Idaho Transportation Board Chairman Darrell V Manning called a special meeting of the Idaho Transportation Board at 11:35 AM on Tuesday, April 5, 2011. The following were present at the Idaho Transportation Department in Boise, Idaho:

Darrell V Manning, Chairman
Jerry Whitehead, Member – District 3
Scott Stokes, Deputy Director
Karl Vogt, Deputy Attorney General
Sue S. Higgins, Executive Assistant and Secretary to the Board

The following participated via teleconference:

Gary Blick, Vice Chairman – District 4
Jim Coleman, Member – District 1
Janice B. Vassar, Member – District 2
Neil Miller, Member – District 5

Addition of Woodside Boulevard Complete Streets Initiative, City of Hailey, to FY11 of the Capital Investment Program. Pete Hartman, Federal Highway Administration Idaho Division Administrator, said the City of Hailey was the recipient of a $3.5 million Transportation Investments Generating Economic Recovery (TIGER) II Discretionary grant. The project will reconstruct Woodside Boulevard using a multi-modal Complete Streets concept, which includes vehicle, pedestrian, bicycle, and transit use. The project also addresses drainage needs along the corridor and adds a roundabout at Fox Acres Road and a traffic signal at SH-75. The project was designed with $600,000 of city funds. Additionally, Hailey will contribute $310,000 for construction engineering.

Administrator Hartman said the money is being provided directly to the City of Hailey from the U.S. Department of Transportation. ITD is not involved in administering the project, nor is it responsible for costs associated with the traffic signal at SH-75. Due to recent advice from the FHWA Chief Legal Counsel, Administrator Hartman requested Board approval to add the project to the Statewide Transportation Improvement Program. He added that there is urgency due to draft legislation that would rescind unobligated TIGER II funds in the next continuing resolution.

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

RES. NO. ITB11-10

WHEREAS, it is in the public's interest for the Idaho Transportation Department to publish and accomplish a current, realistic, and fiscally constrained five year Highway Development Program; and

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

WHEREAS, the City of Hailey received a $3.5 million Transportation Investments Generating Economic Recovery (TIGER) II grant under the FY10 Appropriations Act to fund the Woodside Boulevard Complete Streets Initiative, Hailey; and

WHEREAS, Woodside Boulevard Complete Streets Initiative, Hailey, has been developed to the point of Plans, Specifications, and Estimates with $600,000 of City funds; and

WHEREAS, the City has committed $310,000 for construction engineering; and

WHEREAS, recent advice from the Chief Legal Counsel for the Federal Highway Administration requires that TIGER II projects be added to the Statewide Transportation Improvement Program (STIP)

prior to obligation; and

WHEREAS, draft Safe, Accountable, Flexible, Efficient Transportation Equity Act – A Legacy for Users (SAFETEA-LU) Continuing Resolution legislation indicates that unobligated TIGER II funds would be rescinded; and

WHEREAS, the current SAFETEA-LU Continuing Resolution expires on April 8, 2011.

NOW THEREFORE BE IT RESOLVED, that the Board approves the addition of Woodside Boulevard Complete Streets Initiative, Hailey, to FY11 of the Capital Investment Program for a total cost of $4.41 million; and

BE IT FURTHER RESOLVED, that the Board amends the FY11 STIP accordingly.

Executive Session on Personnel and Legal Issues. Member Whitehead made a motion to meet in executive session at 11:40 AM to discuss personnel and legal issues as authorized in Idaho Code Section 67-2345(b) and (f). Member Vassar seconded the motion and it passed 5-0 by individual roll call vote.

A discussion was held on personnel matters related to the conduct of public employees.

A discussion was held on legal issues related to litigation against ITD on employment-related matters.

The Board came out of executive session at 12:10 PM. No final actions or decisions were made.

WHEREUPON the special session of the Transportation Board adjourned at 12:10 PM.

signed
DARRELL V MANNING, Chairman
Idaho Transportation Board

Read and Approved
April 20, 2011
Lewiston, Idaho

REGULAR MEETING OF THE IDAHO TRANSPORTATION BOARD

March 16-17, 2011

The Idaho Transportation Board met at 1:30 PM, on Wednesday, March 16, 2011, at the Idaho Transportation Department, Boise, Idaho. The following principals were present:

Darrell V Manning, Chairman
Gary Blick, Vice Chairman – District 4
Jim Coleman, Member – District 1
Janice B. Vassar, Member – District 2
Jerry Whitehead, Member – District 3
Neil Miller, Member – District 5
Lee Gagner, Member – District 6
Brian W. Ness, Director
Scott Stokes, Deputy Director
Karl Vogt, Deputy Attorney General
Sue S. Higgins, Executive Assistant and Secretary to the Board

Board Minutes. Vice Chairman Blick made a motion to approve the minutes of the regular Board meeting held on February 16-17, 2011 as submitted. Member Coleman seconded the motion and it passed unopposed.

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

April 19-20, 2011 – District 2
May 18-19, 2011 – District 4
June 15-16, 2011 – Boise

Consent Calendar. Member Coleman had a procedural question on the Moscow Intermodal Transit Center project. Mobility Program Manager John Krause reported that the Federal Transit Administration requested that the project be added to the Statewide Transportation Improvement Program (STIP). He concurred that ITD has no involvement or oversight responsibilities for the project. The funds will go directly to the City of Moscow. ITD staff has no administrative duties, other than adding the project to the STIP.

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

RES. NO. ITB11-07 — *NOW THEREFORE BE IT RESOLVED*, that the Idaho Transportation Board approves the addition of ITD State of Good Repair – Fleet and Facility Management Subsystem project to FY11 of the Statewide Transportation Improvement Program (STIP), the addition of Valley Regional Transit State of Good Repair – Vehicle Replacement to the FY11 STIP, and the amendment to the FY11 STIP to reflect funding and scope changes for an Intermodal Transit Center in Moscow, and has received and reviewed the contract award information, the professional services agreements and term agreement work task report, and the speed minute entry changes for January 2011 – February 2011.

1) Addition of ITD State of Good Repair – Fleet and Facility Management Subsystem project to the FY11 STIP. Last year ITD submitted an application to the Federal Transit Administration (FTA) for a State of Good Repair Bus and Bus Facilities Initiative grant. This program is to improve the condition of the nation's public transportation fleet through vehicle replacement, rehabilitation, and improvements; construction of transit centers and maintenance facilities; and development and implementation of public transportation fleet management systems. The $100,000 application was to develop a fleet and facility management subsystem for the Idaho Transportation Reimbursement Integration and Performance System, currently in development. ITD was recently awarded $30,000. This grant will support the bus maintenance and facility needs of service providers across the state. The 20% local match will be provided from the Vehicle Investment Program for a total project cost of $37,500. Staff requested the addition of this project, key #12285, to FY11 of the Capital Investment Program and to amend the STIP accordingly.

2) Addition of Valley Regional Transit (VRT) – State of Good Repair – Vehicle Replacement project to the FY11 STIP. VRT submitted an application to FTA for a State of Good Repair Bus and Bus Facilities Initiative grant to replace transit vehicles in the Boise Urbanized Area. It was awarded $597,000, which will be combined with the $149,400 local match for a total of $747,000. Staff requested the addition of the VRT – State of Good Repair – Vehicle Replacement project, key #P1102, for $747,000 to FY11 of the Capital Investment Program and to amend the STIP accordingly.

3) Amendment to the FY11 STIP to Reflect Funding and Scope Changes for an Intermodal Transit Center in Moscow. The City of Moscow and University of Idaho are partnering to build an Intermodal Transit Center in Moscow. The facility will serve local transit in Moscow and intercity transportation into Washington and along the US-95/SH-55 corridor from Coeur d'Alene to Boise. The City of Moscow was successful in obtaining a $1.5 million federal Transportation Investments Generating Economic Recovery (TIGER) II grant to assist with the construction of this facility. The City of Moscow requested that key #12159, Capital: bus facility construction and design, be reduced from $196,000 to $29,000 to reflect an error in the original published amount. It also requested the consolidation of keys #11781 and #12159 for the amount of $236,100 and the creation of a new project for the TIGER II funded project.

Staff requested modifying the FY11 Capital Investment Program and amending the STIP to reflect the consolidation of keys #11781 and #12159 and the addition of a new key number for the $1.5 million Moscow Intermodal Transit Center.

4) Contract Awards. Keys #10526 and #11080 – I-84 and I-86, FY11 District 3 Pavement Striping and FY11 District 4 Pavement Striping. Low bidder: Apply-A-Line, Inc. - $449,305.

Key #12067 – I-84, Cassia County Line to Juniper Rest Area, District 4. Low bidder: Legrand Johnson Construction Company – $2,494,322.

Key #11101 and #11107 – I-15 and SH-39, West Bridge Street to Lava Beds, Bingham County, and Sterling West Road to Sheep Trail Road, Bingham County, District 5. Low bidder: Intermountain Slurry Seal, Inc. - $1,057,555.

The low bid on key #11087 – US-30, FY11 District 4 Durable Pavement Markings, was more than ten percent over the engineer's estimate, requiring justification. The source of the Engineer's Estimate was the Average Unit Price Report of 2010 and engineering judgment using the 2010 Durable Pavement Marking bid abstracts. The major differences between the engineer's estimate and low bid are in construction sign class b, traffic control maintenance, flagging, and mobilization items. The Durable Pavement Marking projects have been limited by the number of contractors able and willing to perform the work and meet a four-year warranty. The contractor acknowledged that the small quantities and location resulted in the higher mobilization bid. Staff does not believe there is a potential for savings if the project is re-bid. Low bidder: Specialized Pavement Marking, Inc. - $154,558.

Key #11100 – I-15, Chubbuck Road Underpass North, Bannock County, District 5. Low bidder: Intermountain Slurry Seal, Inc. - $253,500.

Key #12114 – I-15 and US-20, FY11 District 6 Districtwide Bridge Preservation. Low bidder: Build, Incorporated - $581,917.

The following contracts were rejected: key #9218 – I-84, West of Wendell, Gooding County, District 4 and key #12066 – I-84, Cotterell Interchange to Cotterell Port of Entry, District 4.

5) Professional Services Agreements and Term Agreement Work Task Report. From February 1 through February 25, $1,005,800 in new professional services agreements and work tasks were processed. Seven supplemental agreements to existing agreements were processed in the amount of $196,950 during this period.

6) Speed Minute Entry Changes from January 2011 – February 2011. The speed limit on SH-75, milepost 101.595 to 102.647 was reduced from 55 miles per hour to 45 miles per hour.

Board Items. Vice Chairman Blick reported on the Subcommittee on Adjustments to the State Highway System meeting held earlier that day. Negotiations are continuing on transferring the City of Rocks Backcountry Byway from Cassia County to the state.

Chairman Manning said the majority of his activities in the past month related to the legislative session. He noted that Dan Scott was re-appointed to the Aeronautics Advisory Board.

Director's Report. Director Ness reported on partnering activities with entities such as Ada County Highway District, Idaho State Police, and Federal Highway Administration (FHWA). The Department hosted an Engineering Girls' Day. The outreach effort was successful and generated positive media coverage.

Director Ness congratulated Chief Human Resources Officer (CHRO) Mary Harker for being recognized as a good role model. CHRO Harker was one of the featured women in a recent Idaho Statesman special edition of Women Making History.

The Leadership Team is continuing realignment efforts. Also, all employees' performance evaluations are now current.

The Pioneer Institute is a non-partisan public policy research institute that searches for innovative ideas that may be beneficial for other public and private agencies. Director Ness reported that the organization encouraged ITD to enter its "Better Government Competition" so other governmental policy makers could benefit from ITD's experiences.

Two of Conoco/Phillip's four overlegal loads safely reached Montana via US-12, according to Director Ness. After the loads arrive in Billings, Montana, the equipment will be taken back to Lewiston to transport loads three and four. It is anticipated that the third load will depart Lewiston around April 6. Additionally, the test load for Exxon/Mobile is scheduled to proceed around March 28. The remaining loads will not depart Lewiston for Montana until the contested case hearing has been completed.

Director Ness provided an update on legislative activities. Staff is meeting with the chairmen of the Senate and House Transportation Committees regularly. The Joint Finance and Appropriations Committee (JFAC) approved the Department's budget. The appropriations bill included a lump sum budget, providing flexibility to move funding between programs. He believes this action highlights the trust the legislature has in ITD's ability to make the right fiscal decisions, and is a credit to the employees and their efforts to be accountable and improve credibility. JFAC also approved the GARVEE proposal in the amount of $162 million.

Director Ness said he will begin his annual meetings with all employees next month.

Director Ness recognized Member Miller's 16 years of service on the Board. He thanked Member Miller for his dedication to ITD and his valuable contributions.

Public Transportation Administrator (PTA) Randy Kyrias reported on the reorganization efforts resulting in the combination of the Divisions of Public Transportation and Planning. Some of the responsibilities of the newly-created Division of Transportation Performance include grants and contracts; programs such as Congestion Mitigation Air Quality, public transportation, scenic byways, bicycle/pedestrian, Safe Routes to School, and modal policy development; and performance-related functions like reporting, the system dashboard, and the strategic plan. The geographic information system, roadway data, research, and highway planning activities will be reassigned to the Division of Highways. The STIP process will be consolidated. The Office of Transportation Investments will assume some of those duties while Communications will be responsible for the public involvement component.

PTA Kyrias said the reorganization efforts were based on the needs of the Department, customer service, empowering employees, reducing overhead costs, and reducing duplication. He also mentioned that the numerous advisory committees are being reviewed to determine if some of those groups could be consolidated.

Deputy Director Stokes attended a recent American Association of State Highway and Transportation Officials' meeting that focused on national issues. The administration's transportation reauthorization proposal includes a

significant increase in funding, but no funding mechanism. Additionally, it is emphasizing no new taxes. DDIR Stokes said he also met with staff members of Idaho's Congressional Delegation and emphasized the good working relationship ITD has with the delegation.

DDIR Stokes distributed the performance measures report. The cumulative number of traffic fatalities to date is fewer than a year ago. Seventy-six percent of current-year projects have been delivered. He added that efforts are continuing on reporting how ITD's performance measures compare to other states.

Supplemental Agreement #4, SH-75, District 4. District Engineer (DE) Devin Rigby summarized the SH-75, Timber Way to Big Wood River Bridge project, key #7836. It is in the 27-mile Timmerman to Ketchum corridor. Environmental approval for the corridor was received in 2008. The total cost for the corridor road expansion is estimated at $250 million. Some high-priority funding is available through the Safe, Accountable, Flexible, Efficient Transportation Equity Act – A Legacy for Users. Over $19 million have been programmed for the Timber Way to Big Wood River Bridge project.

DE Rigby said WH Pacific was awarded the contract to design the 3.25 mile Timber Way to Big Wood River Bridge segment in 2009. The negotiated budget for the design of the project is $1.4 million. The total agreement amount to date is over $1.5 million. In the course of negotiations, several tasks were not included in the final budget due to the uncertain level of work and because the process to mitigate some commitments had not been determined. DE Rigby requested a supplemental agreement in the amount of $113,200. Additional tasks include extra property owner involvement with design and survey issues, efforts associated with design speed changes, additional drainage, utility activity, and major structures design.

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

RES. NO. ITB11-08

WHEREAS, the SH-75, Timber Way to Big Wood River Bridge is programmed on the Statewide Transportation Improvement Program under key #7836; and

WHEREAS, the Timmerman to Ketchum Final Environmental Impact Statement was approved in March 2008; and

WHEREAS, the Timber Way to Big Wood River Bridge project is the first phase of the Timmerman to Ketchum corridor identified in the environmental document to be designed and constructed; and

WHEREAS, the Timber Way to Big Wood River Bridge project is fully funded for design and construction through the Safe, Accountable, Flexible, Efficient Transportation Equity Act – A Legacy for Users, High Priority federal funding; and

WHEREAS, the Timber Way to Big Wood River Bridge project is being designed under contract to WH Pacific, negotiated in August 2009; and

WHEREAS, supplemental funds are needed to complete critical path tasks on the Timber Way to Big Wood River Bridge project.

NOW THEREFORE BE IT RESOLVED, that the Idaho Transportation Board authorizes the supplemental funding in the amount of $113,200 as supplemental agreement #4 for the Timber Way to Big Wood River Bridge.

Transfer of Local Jurisdiction Roads to State Highway System, District 4. DE Rigby reported that the US-93, Twin Falls Alternate Route has been completed with the exception of some minor tasks. The project was completed in two stages, starting in 2004. Cooperative agreements were signed in 2004 by the local jurisdictions and ITD to facilitate ongoing roadway maintenance within the corridor until all construction was completed, then the approximately 8-mile US-93, Twin Falls Alternate Route was to be transferred to ITD. He added that the old highway will be retained on the state's system and signed as US-93 Business.

Vice Chairman Blick made a motion, seconded by Member Miller, to approve the following resolution:

RES. NO. ITB11-09

WHEREAS, the Idaho Transportation Department scheduled projects DHP-NH-F-2390(104) and DHP-NH-2390(108), known as US-93, Twin Falls Alternate Route; and

WHEREAS, ITD, the City of Twin Falls, the Filer Highway District, and the Twin Falls Highway District have entered into and signed cooperative agreements to transfer jurisdiction of US-93, Twin Falls Alternate Route to ITD; and

WHEREAS, ITD has completed construction on US-93, Twin Falls Alternate Route; and

WHEREAS, it is mutually beneficial for local agencies and ITD to accept US-93, Twin Falls Alternate Route as a state highway to provide a safe and efficient transportation corridor.

NOW THEREFORE BE IT RESOLVED, that the Idaho Transportation Board accepts the US-93, Twin Falls Alternate Route into the state highway system as US-93.

Member Coleman asked if the City of Twin Falls is receptive to assuming jurisdiction of the old highway. DE Rigby replied that he has had some discussions with city officials; however, no agreement has been reached yet. Member Whitehead believes those discussions need to occur prior to construction of alternate routes. Member Vassar concurred and said the Board Subcommittee on Adjustments to the State Highway System has been discussing that issue and intends to revisit the policy. Vice Chairman Blick added that a number of routes, including the route that will become US-93 Business in Twin Falls, do not function as state highways, but it is very difficult to relinquish those roads to local jurisdictions.

The motion passed unanimously.

Wellness Program Annual Report. Wellness Coordinator Pauline Davis said the Wellness Program continues to offer a variety of preventive health care benefits. The statewide volunteer Wellness Coordinators provide education, resources, and events to help employees improve and monitor their health. This past year, a web-based tool was established to make information easily accessible to employees. Other activities conducted in 2010 included off-site free health clinics, the annual fitness challenge and other organized exercise events, and on-site screenings for a range of health concerns such as blood pressure, diabetes, cholesterol, hearing, and vision. Ms. Davis believes the program is valuable. It strives to increase productivity, decrease absenteeism, and improve morale.

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

Employee Safety and Risk Management Program. Safety and Risk Management Administrative Assistant Dianna Magstadt summarized the FY10 activities. Preventing employee injuries and equipment damage was addressed by educating employees in safe work practices, ensuring the provision of adequate protective gear, and communicating regulatory compliance information. Hazardous work sites and practices were identified through a scheduled inspection program and hazard controls were developed. The office investigated 141 tort claims. A total of 100 work-related injuries occurred during the fiscal year, resulting in 635 lost work days. The 5-year average of incidents is 111. There were 173 vehicular collisions reported in FY10, while the 5-year average is 168.

Ms. Magstadt said efforts will focus on accident prevention. Some steps being considered are an equipment "decal/labeling safety standard"; evaluating accidents, near misses, and areas of concern and implementing logical solutions; and equipment operator training.

Chairman Manning thanked Ms. Magstadt for the annual report.

Annual Report on Human Resources (HR), Training, and Fair Employment Practices. CHRO Harker elaborated on the continuing efforts to develop a performance system that aligns the organizational goals from the top to the bottom. This will facilitate accountability for all employees, and they will be responsible for helping the Department achieve its

goals.

CHRO Harker and her staff summarized the activities from the past year. A concerted effort was made to accommodate employees to get them back to work. Some of those steps included assistance with lifting and use of specialized computer hardware and software to assist with a developmental reading disorder. The total hours of sick and medical leave, including accidents, was 156,836 in calendar year 2010, at a cost of $2,778,674. The total turnover rate was 4.7%. The aging workforce continues to be a concern, as 6% of employees have reached the Rule of 90 and are eligible to retire. There were 15 equal employment opportunity complaints, with the majority related to sexual harassment and race. The top five underutilized employment categories are female professionals, female technicians, female skilled craft workers, Hispanic male technicians, and Asian or Pacific Islander male technicians. Outreach and recruitment continue to be focus areas, with the goal of being the employer of choice.

Special efforts were made to address conflict in the work place and determine what those conflicts cost. Training and development program activities included training to prevent conflict, as well as supervisor and lead-worker academies, making training videos accessible to employees, and training in remote locations.

Chairman Manning thanked CHRO Harker and the HR staff for the report.

Tour of HR. The HR staff members continued presentations on their specific responsibilities. They also provided computer demonstrations and reported on efficiency measures that have been implemented.

WHEREUPON the Board meeting recessed at 4:40 PM.

March 17, 2011

The Board reconvened at 8:30 AM on Thursday, March 17, 2011, at the Idaho Transportation Department, Boise, Idaho. All members were present.

Legislative Report. Governmental Affairs Program Manager (GAPM) Mollie McCarty reported that ITD's legislative proposals are all proceeding through the system and a couple has been signed into law. She mentioned other proposals that the Department is monitoring, such as two new specialty license plates, a proposal to restrict specialty plates in the future, distracted driving related to electronic devices, and repeal of the air quality program.

Chairman Manning thanked GAPM McCarty for the report and for her efforts.

Annual Report on Audits. Internal Review Manager (IRM) Carri Rosti and staff members presented the annual report on audits, including internal and external audits performed in 2010, work planned for 2011, and the status of audit resolution. Some of the activities conducted last year included an audit of Division of Motor Vehicles' (DMV) internal controls and reviews of district administrative functions, public transportation grant administration, and pre-award consultant agreements. The office also assisted FHWA with a review of American Recovery and Reinvestment Act (ARRA) stimulus projects.

IRM Rosti said the key focus areas for 2011 will be to provide assurance that ITD has adequate governance in its realignment, provide internal control management training, and provide timely audit and review services. Some of the specific activities planned include audits or reviews on DMV's modernization project, the transportation asset management system, railroad and utility agreements, and ARRA Title XIV Local Highway Technical Assistance Council (LHTAC)-administered projects.

Regarding the public transportation reviews, the Board had several questions related to the reporting requirements and enforcement. Principal Auditor Mary Quarles replied that the Division of Public Transportation is responsible for monitoring the public transportation grants and ensuring regulations are being followed. She added that there are no

reporting requirements.

Member Miller expressed concern with some utility companies. He cited instances where the company did not relocate its utilities in a timely manner, causing delays to highway construction projects. He does not believe the Department has a lot of authority or enforcement mechanisms to ensure utility companies complete their work in a timely manner. IRM Rosti said she would look into that issue.

Chairman Manning thanked IRM Rosti and her staff for the report.

Monthly Financial Statements and Highway Program Obligations. As of February 28, over $127 million had been obligated, according to Manager, Transportation Investments Dave Amick. This is about 43% of the project costs in the current STIP. At the same time last year, over $126 million had been obligated, or 29%.

Controller Wilmoth said FHWA Indirect Cost Allocation revenue was $35,100,000 through January, which exceeded the projected amount of $17,100,000. Miscellaneous state funded revenue of $18,527,000 was $87,000 above the forecast. Highway Distribution Account revenue, excluding ethanol exemption elimination, was $107,800,000. The projected revenue was $105,500,000. Revenue from the ethanol exemption elimination was $9,413,000, which was .6% below the projected amount. The Equipment Buy Back Program revenue was $798,000.

Revenue to the State Aeronautics Fund from aviation fuels was $957,000, or $55,000 above projections, according to Controller Wilmoth. Total expenditures in the ARRA Title XII Fund for highway projects were $137,190,000, while $178,800,000 had been appropriated. Expenditures for public transportation were $4,747,800 of the $9,200,000 available. Of the $17,400,000 LHTAC-administered ARRA Title XIV funds, $9,502,000 had been expended.

Controller Wilmoth reported that the Miscellaneous State Funded Revenue includes money for the Division of Motor Vehicles' modernization project. This revenue is estimated at $7.5 million annually. There have been no significant expenditures to date on this project. Personnel savings to date are $1.8 million.

Controller Wilmoth summarized the JFAC-approved appropriation for FY12 in the amount of $562,481,700. The Governor's recommended equipment amount was approved, as were all of the line items, carry-over authority for the federal stimulus funds in the amount of $55 million, one additional position in the Division of Aeronautics that will be funded by the Federal Aviation Administration, and the Aeronautics' air flight program funded with unrestricted state funds. JFAC also approved the $162 million GARVEE authorization request.

Employee Service Awards. The Board participated in the Employee Service Awards. Member Gagner provided remarks on behalf of the Board.

Executive Session on Personnel and Legal Issues. Vice Chairman Blick made a motion to meet in executive session at 11:20 AM to discuss personnel and legal issues as authorized in Idaho Code Section 67-2345(a), (b), (d), and (f). Member Whitehead seconded the motion and it passed 5-0 by individual roll call vote, with Member Miller absent during the vote.

A discussion was held on personnel matters related to the evaluation of a public officer, the hiring of a public officer, and a complaint against a public officer.

A discussion was held on legal matters related to the Office of Performance Evaluation's follow-up audit review; condemnations on several projects, including US-95, Garwood to Sagle, and SH-16, SH-44 to US-20/26; the I-84, Robinson Road project; the Environmental Protection Agency's consent decree on the US-95, Mica Bay project; and litigation related to the issuance of Division of Motor Vehicles permits.

The Board came out of executive session at 1:35 PM. No final actions or decisions were made.

WHEREUPON, the Idaho Transportation Board's regular monthly meeting officially adjourned at 1:35 PM.

signed

DARRELL V MANNING, Chairman
Idaho Transportation Board

Read and Approved
April 20, 2011
Lewiston, Idaho

REGULAR MEETING OF THE IDAHO TRANSPORTATION BOARD

February 16-17, 2011

The Idaho Transportation Board met at 1 PM, on Wednesday, February 16, 2011, at the Idaho Transportation Department, Boise, Idaho. The following principals were present:

Darrell V Manning, Chairman
Gary Blick, Vice Chairman – District 4
Jim Coleman, Member – District 1
Janice B. Vassar, Member – District 2
Jerry Whitehead, Member – District 3
Lee Gagner, Member – District 6
Brian W. Ness, Director
Scott Stokes, Deputy Director
Sue S. Higgins, Executive Assistant and Secretary to the Board

Tour Ada County Highway District (ACHD) Traffic Management Center. The Board traveled to ACHD to tour the traffic management center. Wendi Tilman summarized the partnership with ITD to install 77 cameras in the greater Boise area to manage traffic. In addition to addressing traffic crashes and other delays on the roadways, the Center provides information to the traveling public through mediums such as the Internet and dynamic message signs.

Tour State Communications. The group traveled to the Idaho State Police (ISP)/Health and Welfare State Communications facility in Meridian. ISP Captain Bill Gardiner and State Communications representatives Michele Carreras and Kathy Bessey provided an overview on the partnerships and coordination with ITD. Captain Gardiner emphasized the agencies' common goal of traffic safety. State Communications provides assistance with a variety of services, including dispatch, updates to the 511 travel advisory system, and search and rescue.

Highway Operations and Safety Engineer Brent Jennings mentioned efforts to establish a regional traffic operations center. A number of entities in the greater Boise area, such as Ada County's sheriff's office and dispatch center, ACHD's traffic management center, and the State Communications facility, could be co-located to improve efficiency and service.

WHEREUPON the Board meeting recessed at 4:00 PM.

February 17, 2011

The Board reconvened at 8:30 AM on Thursday, February 17, 2011, at the Idaho Transportation Department, Boise, Idaho. All members were present except Member Neil Miller. Deputy Attorney General Karl Vogt was also present.

Presentation – Future Cities. Director Ness acknowledged the ITD employees who have been involved in the Future Cities competition. He thanked them for donating their time and money to promote engineering and the transportation industry.

Karissa Hardy, Environmental Planner, elaborated on the Future Cities competition. The national educational program for 6th through 8th grade students is run by volunteers to foster interest in math, science, and engineering. The competition consists of students designing a future city. Teams were judged on four components: computer simulation, written essay, physical model, and an oral presentation.

ITD and the Local Highway Technical Assistance Council (LHTAC) presented a special award for Accessible City Design. The focus was to accommodate people with disabilities. The recipients of this award, Joe Stave, Truman Baker, Sydney Jones, and Tate Wilson from Lake Hazel Middle School, provided an overview on their virtual city, with features such as intelligent roads that monitor pedestrian and bicycle traffic to ensure harmony with motorized

vehicles and solar collection panels to heat streets and sidewalks, eliminating the need for snowplows, sanding, and deicing.

Chairman Manning thanked the students for the presentation and congratulated them for the award-winning design.

Election of Vice Chairman. Member Vassar nominated Vice Chairman Blick to continue serving as vice chairman of the Board. Member Coleman seconded the motion and it passed without objection.

Board Minutes. Member Gagner made a motion to approve the minutes of the regular Board meeting held on January 19-20, 2011 as submitted. Member Vassar seconded the motion and it passed unopposed.

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

March 16-17, 2011 – Boise
April 19-20, 2011 – District 2
May 18-19, 2011 – District 4

Consent Calendar. Member Coleman made a motion, seconded by Member Whitehead, and passed unanimously, to approve the following resolution:

RES. NO. ITB11-06 — *NOW THEREFORE BE IT RESOLVED,* that the Idaho Transportation Board approves the addition of Shoshone-Bannock Tribe's Bus and Bus Facilities Livability Grant to FY11 of the Statewide Transportation Improvement Program, and has received and reviewed the contract award information and the professional services agreements and term agreement work task report.

1) Addition of Shoshone-Bannock Tribe's Bus and Bus Facilities Livability Grant to FY11 of the Statewide Transportation Improvement Program (STIP). The Shoshone-Bannock Tribe was awarded a Bus and Bus Facilities Livability grant in the amount of $125,000. The Federal Transit Administration grant will be used to upgrade an existing building to house four transit buses, drivers, and dispatchers. It will also be used to fence the building to secure the buses and other properties. Staff requested the addition of this project to FY11 of the Capital Investment Program for $125,000 and to amend the STIP accordingly.

2) Contract Awards. Key #12231 – O'Gara Road; Milepost 100 to Chief Road, Kootenai County, District 1. Low bidder: Knife River Corporation – Northwest dba Knife River - $1,222,194.

Key #12243 – Sunnyside Road; Coeur d'Alene Lake Drive to Borley Road, District 1. Low bidder: Interstate Concrete & Asphalt Company – $481,773.

Key #11042 – FY11 District 2 Districtwide Durable Pavement Markings. Low bidder: Specialized Pavement Marking, Inc. - $359,994.

Keys #11608 and #12073 – I-84 and US-30, FY11 District 4 Districtwide Bridge Repair and FY11 District 4 Interstate Bridge Decks. Low bidder: Cannon Builders, Inc. - $152,090.

Key #12071 – US-93, US-30, and SH-74, Twin Falls County Bridge Repairs, District 4. Low bidder: Cannon Builders, Inc. - $181,678.

Keys #11104 and #11105 – SH-38 and SH-34, Hooper Avenue; 3rd East to 5th North, Soda Springs and Malad Interchange to Malad West City Limits, Oneida County, District 5. Low bidder: Mickelsen Construction Company, Inc. - $224,704.

Keys #11106 and #11630 – I-86B and SH-37, Idaho State to Pocatello Avenue, American Falls and South Rockland to Junction I-86, Interchange #36, Power County, District 5. Low bidder: Mickelsen Construction Company, Inc. - $1,424,947.

Keys #11096 and #11098 – I-15B and US-91, Blackfoot South City Limits to Bridge Street and Bridge Street to Wooton Way, Blackfoot, District 5. Low bidder: Intermountain Slurry Seal, Inc. - $199,998.

Key #12216 – SH-48 and SH-33, FY11 District 6 Intersection Improvements. Low bidder: H-K Contractors, Inc. - $615,870.

Key #11665– US-20B, South Rigby Interchange to North Rigby Interchange, District 6. Low bidder: H-K Contractors, Inc. - $1,139,212.

Key #11153 – I-15 and US-20, FY11 District 6 Sign Upgrades. Low bidder: Pavement Markings Northwest, Inc. - $107,204.

The low bid on key #10495 – North-South Pathway, Driggs, District 6, was more than ten percent over the engineer's estimate, requiring justification. The main difference between the engineer's estimate and the apparent low bidder is in the plantmix for shared use path item. The engineer's estimate referenced the Average Unit Price Report for the plantmix item and then made adjustments for quantity and location. It also assumed that a local source and hot mix plant would be located and utilized; however, upon reviewing the submitted bids, it appears that this may not be the case as most bidders appear to have made price adjustments for material haul. Also, the price of crude oil has risen steadily since the original design and estimate was submitted. With the projection of crude oil continuing to increase in cost, it is unlikely that savings would be realized if the project were re-advertised. The project sponsor, the City of Driggs, will provide the additional funding above the program amount. Low bidder: H-K Contractors, Inc. - $296,270.

3) Professional Services Agreements and Term Agreement Work Task Report. From January 1 through January 28, $58,640 in new professional services agreements and work tasks were processed. Eight supplemental agreements to existing agreements were processed in the amount of $274,891 during this period.

Board Items. Chairman Manning attended a Pacific Northwest Economic Region meeting recently. Members Gagner and Whitehead were also present. The focus was economic growth and how the states and provinces can work cooperatively to benefit the region. He attended a number of legislative meetings, including the Department's budget presentation to the Joint Finance and Appropriations Committee (JFAC), and meetings with legislators on various topics.

Chairman Manning also attended a meeting last month at URS/WGI where Employee Safety and Risk Management Manager Cheryl Rost was recognized for her exemplary service. She was presented the Safety Fest Outstanding Contributor award. The annual award recognizes an organizing committee member for the valuable contributions in making Safety Fest a success. Safety Fest provides numerous health and safety classes free. Chairman Manning congratulated Ms. Rost, who could not be present due to a prior commitment, and also acknowledged her retirement this month, after 31 years of dedicated service to the Department.

Chairman Manning and Vice Chairman Blick referenced the local transportation committees that have been established in District 4. The four committees meet on a regular basis and are beneficial to ITD, particularly as a communication mechanism and for prioritizing projects in their respective area.

Director's Report. Director Ness said he participated in a variety of activities since the last meeting, including Capital for a Day in Culdesac, a meeting with various parties on the proposed I-90 and Beck Road Interchange, the budget presentation to JFAC, and the Association of Counties' meeting that focused on transportation funding. The Leadership Team is continuing its efforts on realignment and updating employees' performance plans.

Director Ness said the first of Conoco/Phillip's four overlegal loads safely reached Montana last week. The second load left Lewiston earlier this week and the last two are expected to travel US-12 next month. The permits for Exxon/Mobile were also issued earlier this week, however, at this time, only a test load may travel on US-12. A contested case hearing has been initiated for all of the other Exxon/Mobile loads.

Transportation Legislation Policy Specialist Matt Moore provided an update on national issues. The administration's

transportation reauthorization proposal includes a 43% increase in funding for highways and 127% for transit; however, no new source of funding has been identified. Discussions also included consolidating the 55 highway programs into 6. The Federal Aviation Administration reauthorization proposal includes funding at the FY08 level.

The performance measures that the Board reviews each month have been posted on the Department's web site. Director Ness reported that Governing magazine recognized this report in its January 27 edition, highlighting ITD's transparency and accountability.

DDIR Stokes distributed the performance measures report. The number of traffic fatalities in 2010 was 209. The goal was no more than 219. Emphasis will continue on highway safety and reducing the number of fatalities. DDIR Stokes reported that efforts are underway to add information on how ITD's performance measures compare to other states.

Legislative Report. Governmental Affairs Program Manager (GAPM) Mollie McCarty reported that ITD's legislative proposals are all proceeding through the system. She also mentioned other proposals that the Department is monitoring, such as restoring funding to ISP and the Department of Parks and Recreation from the Highway Distribution Account, replacing dyed diesel fuel with a refund mechanism, naming SH-3 the North Idaho Medal of Honor Highway, and changing the seat belt law to a primary offense.

Chairman Manning thanked GAPM McCarty for the report and for her extensive efforts on legislation and related issues.

American Recovery and Reinvestment Act (ARRA) Project Funding and Delivery Status. Dave Amick, Transportation Investments Manager (MTI), summarized the 2009 federal ARRA, which resulted in $217.7 million for transportation projects in Idaho. A total of $181.9 million was provided for state and local highway projects through Title XII. The Governor, through Title XIV, a discretionary program, provided local agencies with an additional $17.4 million for road and bridge projects. The remaining $18.4 million was dedicated to public transportation. He also outlined the general requirements and deadlines for the three programs.

MTI Amick provided a summary of the ARRA Title XII projects. Of the 36 projects on the state highway system, 24 have been completed. The other projects have been awarded. Eighty-two percent of the funds have been expended. A total of 47 local projects were also funded from Title XII and 34 of those have been completed.

Senior Research Analyst Brian Shea reported on the transit capital improvement programs: Rural, Small Urban, and Large Urban. All transit projects were obligated by the September 1, 2009 deadline. Work has begun on 27 of the 28 Rural projects, with 8 completed. The five recipients of Small and Large Urban grants have essentially completed four projects.

LHTAC Administrator Lance Holmstrom elaborated on the local projects. Of the 28 projects funded in Title XII that LHTAC is administering, 26 are open to traffic. Of the additional 46 projects funded through Title XIV, 20 are open to traffic. He provided a status of the remaining projects.

Monthly Financial Statements and Highway Program Obligations. As of January 31, over $92 million had been obligated, according to MTI Amick. This is about 31% of the project costs in the current STIP. At the same time last year, $73 million had been obligated, or 17%. He noted that the Districts have delivered $174.3 million in projects for obligation, but due to the limited federal formula obligation available, those additional projects are on the shelf awaiting Plans, Specifications, and Estimates (PS&E).

Member Gagner expressed concern with the lack of obligation authority, noting projects are on the shelf ready to bid when funding becomes available and questioning staffs' workload. MTI Amick reported that advance construction is an option to advertise and award contracts. Chief Engineer Tom Cole said staff has multiple projects to work on, not just projects funded in the current year. Work is continuing on projects in the STIP that will be funded for construction in FY12 and later. He emphasized that the goal is to have the current-year projects delivered for PS&E at the beginning of the fiscal year and advertise them as funding becomes available.

Controller Wilmoth said FHWA Indirect Cost Allocation revenue was $32,800,000 through December, which exceeded the projected amount of $15,600,000. Miscellaneous state funded revenue of $16,141,000 was $112,000 above the forecast. Highway Distribution Account revenue, excluding ethanol exemption elimination, was $91,900,000. The projected revenue was $89,400,000. Revenue from the ethanol exemption elimination was $8,245,000, which was .7% below the projected amount.

Revenue to the State Aeronautics Fund from aviation fuels was $860,000, or $70,000 above projections, according to Controller Wilmoth. Total expenditures in the ARRA Title XII Fund for highway projects were $135,385,000, while $178,800,000 had been appropriated. Expenditures for public transportation were $4,600,000 of the $9,200,000 available. Of the $17,400,000 LHTAC-administered ARRA Title XIV funds, $6,876,000 had been expended.

Controller Wilmoth reported that the Miscellaneous State Funded Revenue includes money for the Division of Motor Vehicles' modernization project. This revenue is estimated at $7.5 million annually. There have been no significant expenditures to date on this project. He also elaborated on the $1.7 million in personnel savings through the first half of FY11. This was achieved through vacancy savings; realignment, including moving some vacant supervisor positions to front-line customer service positions at lower hourly rates; and minimizing the use of temporary employees. The intent is to move the personnel savings to the road.

Tour Enterprise Technology Services. Chief Technology Officer Jon Pope summarized the technological support services the Section provides. Customer service is a major focus and a concerted effort has been made to establish priorities and set goals. In addition to customer service and support, the 69 employees oversee application operations such as developing software programs and installing a new telephone system and manage projects like the Division of Motor Vehicles' modernization system and the Transportation Asset Management system.

Executive Session on Personnel and Legal Issues. Member Gagner made a motion to meet in executive session at 12:00 noon to discuss personnel and legal issues as authorized in Idaho Code Section 67-2345(a), (b) and (f). Vice Chairman Blick seconded the motion and it passed 5-0 by individual roll call vote.

A discussion was held on personnel matters related to the dismissal of a staff member and the hiring of public officers.

A discussion was held on legal matters related to Federal Transit Administration contracts and processes; operation of the state highway system; the Environmental Protection Agency's consent decree on the US-95, Mica Bay project; litigation against ITD on employment-related matters; a bid dispute; the I-84, Robinson Road project; and litigation related to the issuance of Division of Motor Vehicles permits.

The Board came out of executive session at 1:05 PM. No final actions or decisions were made.

Air Pool Costs and Revenue and Sources of Funding. Aeronautics Administrator (AA) John DeThomas summarized the state's air pool costs and revenue from the past three years. The three airplanes operated by ITD are primarily for emergency response but are also available for state agency transportation in an attempt to pay for their emergency availability. He believes the air flight rates are priced to maximize usage, although he noted the State Highway Fund subsidizes the aircraft costs.

Member Gagner recognizes the value of the aircraft, particularly for emergency use. He asked what the cost would be to have aircraft available in an emergency if the state did not have airplanes. AA DeThomas replied that a medical provider pays about $36,000 per month as a retainer to have a plane available for medical transport when needed.

In response to Member Vassar's question, AA DeThomas replied that the salaries of the pilots and mechanic are not strictly funded through aircraft revenue. The employees have other duties, so their salaries are paid via other sources too.

Chairman Manning asked for clarification on the federal regulations for transporting explosives, firearms, and similar cargo. AA DeThomas replied that there are strict regulations, making that special certification expensive for private carriers. He acknowledged that other state departments, such as ISP, may have difficulty finding available aircraft in

emergency situations if the state did not own and operate aircraft. It would also be considerably more expensive.

Vice Chairman Blick acknowledged the need for the state aircraft; however, he does not support subsidizing their use from the State Highway Fund.

Chairman Manning thanked AA DeThomas for the information.

WHEREUPON, the Idaho Transportation Board's regular monthly meeting officially adjourned at 1:30 PM.

signed
DARRELL V MANNING, Chairman
Idaho Transportation Board

Read and Approved
March 16, 2011
Boise, Idaho

REGULAR MEETING OF THE IDAHO TRANSPORTATION BOARD

January 19-20, 2011

The Idaho Transportation Board met at 12 noon, on Wednesday, January 19, 2011, at the Idaho Transportation Department, Division of Aeronautics, Boise, Idaho. The following principals were present:

Darrell V Manning, Chairman
Gary Blick, Vice Chairman – District 4
Jim Coleman, Member – District 1
Janice B. Vassar, Member – District 2
Jerry Whitehead, Member – District 3
Lee Gagner, Member – District 6
Brian W. Ness, Director
Scott Stokes, Deputy Director
Sue S. Higgins, Secretary

Luncheon with Aeronautics Advisory Board (AAB) and Tour of Aeronautics' Facilities. After the two Boards visited informally during lunch, Aeronautics Administrator (AA) John DeThomas provided an overview on the Division. The group toured the maintenance shed, which houses the resources to take care of the state's 31 airports.

Annual Aeronautics Report. AAB Chairman Rodger Sorensen thanked the Board for its time. He summarized some of the state's aviation activities. Airport land use planning continues to be a concern and efforts are proceeding on a legislative proposal to address that. The process to relocate the Hailey airport is still underway. A refined shortlist of alternative sites has been developed. He also mentioned that passenger enplanements at the commercial airports increased slightly from 2009 to 2010.

AAB Member Mark Sweeney said, based on his observations, corporate air travel also increased this past year. He is optimistic that activity will increase in 2011. AAB Member Chip Kemper also believes aviation activity is increasing. He expressed concern with the erection of wind towers, as they are built unexpectedly and are a danger to aircraft if pilots are not aware of their location.

AAB Member Dan Scott summarized the National Air Transportation Association's policy priorities. Some of these include Federal Aviation Administration (FAA) reauthorization, as it has been operating under sixteen short-term extensions since September 2007; the large aircraft security program; standardization of regulatory interpretations at FAA; Part 135 flight, duty, and rest regulations; and residential through the fence agreements.

AA DeThomas reported that the Idaho Airport System Plan, completed last year, received an award from the Idaho Chapter, American Council of Engineering Companies. He said consideration is being given to legislative changes to pilot and aircraft registrations. Currently, there is no enforcement for pilot registration and the fees do not cover the cost to administer the program. The proposal would delete the pilot registration requirement and increase the aircraft registration fee. Consideration is also being given to move the registration program to the Division of Motor Vehicles. AA DeThomas also summarized the 2011 legislative proposals to fund a position through the FAA to oversee planning and authorizing use of funding for the Aeronautics air flight program.

The Division of Aeronautics' staff provided reports on their respective programs. The year-to-date revenues are 12% ahead of projections while the operating expenditures are 58% less than allotted due to strict cash management. The airport planning and development program is estimated at $661,000, which is a reduction due to the economic downturn. The number of state airports increased to 31 with the addition of the Reed Ranch Airport. Fifteen state airports were adopted and 454 man hours of volunteer labor were reported in 2010. The courtesy car program has 17 vehicles available at ten municipal airports and four state airports. In 2010, there were 38 accidents and 8 fatalities. The 10-year average is 38.2 accidents and 9.9 fatalities. The usage of the King Air decreased in 2010, both in the hours of flight and passengers carried.

Some discussion was held on the operation of the King Air. Vice Chairman Blick is concerned that the Division of Highways is subsidizing other state agencies' use of the aircraft. Member Gagner requested information on the revenue required to eliminate the subsidy.

Chairman Manning thanked the AAB and staff members for the report. He also expressed appreciation to the AAB members for their valuable service to the state, noting the important economic contributions aviation provides.

The meeting resumed at the Idaho Transportation Department, Headquarters. Deputy Attorney General Karl Vogt joined the meeting at this time.

Board Minutes. Vice Chairman Blick made a motion to approve the minutes of the regular Board meeting held on December 8-9, 2010 as submitted. Member Vassar seconded the motion and it passed unopposed.

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

February 16-17, 2011 – Boise
March 16-17, 2011 – Boise
April 19-20, 2011 – District 2

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

RES. NO. ITB11-01 — *NOW THEREFORE BE IT RESOLVED,* that the Idaho Transportation Board approves the removal of Wilson Avenue; East Canal Bridge, Cassia County, key #12411, from the Off-System Bridge Program and revisions to Board Policy B-06-08, Professional Services Agreements, and has received and reviewed the contract award information, the professional services agreements and term agreement work task report, the administrative and legal settlements of right-of-way acquisitions report, and the annual report on the status of state-owned dwellings.

1) The Local Highway Technical Assistance Council (LHTAC) requested the removal of the Wilson Avenue; East Canal Bridge project, Cassia County, key #12411, in the amount of $240,000 from the Off-System Bridge Program. The Oakley Canal Company has decided to replace the canal with piping, thus eliminating the need for the bridge.

2) Revisions to Board Policy B-06-08, Professional Services Agreements. As a result of the approval of Board Resolution #ITB10-51 last month, Board Policy B-06-08, has been revised. The term agreement limit is being increased from $250,000 to $500,000 for task agreements and from $750,000 to $1,500,000 for accumulated task agreements relating to a specific project or term agreement.

3) Contract Awards. Key #12240 – Cave Bay Road; Rock Creek to North of Bitter Creek, District 1. Low bidder: Knife River Corporation – Northwest dba Knife River - $490,510.

Key #9776 – US-95, Blackwell Slough Bridge, Kootenai County, District 1. Low bidder: Braun-Jensen, Inc. – $446,000.

Key #12232 – Conkling Road; Larson to Benewah County Line, District 1. Low bidder: Poe Asphalt Paving, Inc. - $1,120,911.

Key #11553 – I-90, Pine Creek Westbound and Eastbound Overpass, Shoshone County, District 1. Low bidder: Braun-Jensen, Inc. - $639,600.

The low bid on key #11041 – FY11 District 2 Sign Upgrades, was more than ten percent over the engineer's estimate, requiring justification. The Engineer's Estimate was generated from the Bid History Price report within the Estimator program for projects that have large quantities of signing items. District 2's experience has been that projects that cost under $500,000 are difficult to estimate due to the small quantities of specialized work. On this abstract, costs for specific items varied widely and were either over or under the Engineer's Estimate for the same item; however, the majority of the difference is within the Type D Wood Sign Post Item. Staff recommends awarding the project. Low

bidder: Road Products, Inc. - $49,966.

Key #12229 – Kuna Road Overlays, District 3. Low bidder: Central Paving Company, Inc. - $427,340.

Keys #12069 and #12089 – I-84, Kasota East to Milepost 207.7 and Junction SH-50 to Burley, District 4. Low bidder: Knife River Corporation – Northwest dba Knife River - $7,762,672.

Keys #12063 and #12064 – US-93 and I-84, Junction I-84 Interchange #173 Ramps to 500 South Road, Jerome County, and Interchange #173 to Maintenance Crossover, Jerome County, District 4. Low bidder: Knife River Corporation – Northwest dba Knife River - $5,174,780.

Key #12277 – FY11 District 4 Sealcoats. Low bidder: Emery, Inc. - $634,626.

Key #12072 – I-84B, Snake River, Overland Road Bridge, Burley, District 4. Low bidder: Braun-Jensen, Inc. - $234,234.

Key #9886 – I-15, US-30, FY11 District 5 Districtwide Bridge Repair. Low bidder: Cannon Builders, Inc. - $814,451.

Keys #9883 and #10583 – I-15 and I-15B, McCammon Interchange Bridge, Bannock County, and McCammon Bridge Ramps, Bannock County, District 5. Low bidder: Wadsworth Brothers Construction Company, Inc. - $6,144,715.

Key #12200 – US-26, South Fork Snake River Bridge, Swan Valley, District 6. Low bidder: Cannon Builders, Inc. - $472,671.

4) Professional Services Agreements and Term Agreement Work Task Report. From November 22 through December 30, $1,696,900 in new professional services agreements and work tasks were processed. Seven supplemental agreements to existing agreements were processed in the amount of $308,800 during this period.

5) Administrative and Legal Settlements of Right-of-Way Acquisitions. From July 1 through December 27, 2010, the Right-of-Way Section processed 69 parcels. There were 30 administrative settlements and no legal settlements during this time frame.

6) Annual Report on Status of State-owned Dwellings. The report on the status of ITD-owned dwellings included the monthly rental fee, the fair rental amount, and rental status. The Department owns 3 wood-framed houses, 11 manufactured homes, 2 manufactured bunkhouses, 28 trailer pads, and 2 apartments at Johnson Creek Air Strip and Cavanaugh Bay Air Strip. ITD also owns 9 trailer pads and 3 houses at rest area locations around the state.

In 2010, $38,096 was spent on maintenance and upkeep. Manufactured bunkhouses are needed for the avalanche crew at Lowman and for winter maintenance crews at Island Park. Both of these facilities are scheduled to be purchased and set up this fiscal year.

Board Items. Chairman Manning said he had several meetings with legislators on various topics and discussed 2011 goals and objectives with Director Ness.

Director's Report. Director Ness believes the legislative outreach meetings held last month in each District were successful. He attended Capital for a Day in American Falls.

Director Ness was pleased to report that Governor Otter mentioned the Idaho Transportation Department in his State of the State address. The realignment efforts were mentioned as one of the efficiency measures the state has implemented. Only four agencies were acknowledged for efficiencies.

Director Ness elaborated on the realignment efforts. Initially, the realignment was proposed to save $1.5 million in personnel costs during the first two years. During the first half of FY11, $1.7 million has been saved by moving a number of positions to the front line to better serve ITD's customers. Of the 64 positions filled during that time frame,

39 were transportation technicians and 7 were Division of Motor Vehicle technical record specialists. He also mentioned that the timeframe to fill those positions was reduced significantly.

A number of employee performance reviews are overdue by more than a year, according to Director Ness. Efforts will be made to get those reviews up-to-date by the end of February. The Leadership Team agreed that all employees should be evaluated on a common review cycle. This will ensure that all employees will be moving in the same direction and will allow closer monitoring of performance review due dates.

The Leadership Team identified its focus areas for 2011, including continue realignment; establish organizational performance measures; focus on individual performance measures; tie investments to organizational goals; and concentrate on credibility, accountability and efficiency.

Director Ness noted that Member Miller's term on the Board expires at the end of the month, although he is to continue serving until a new member is appointed. Director Ness expressed appreciation for the opportunity to work with Member Miller.

DDIR Stokes distributed the performance measures report. Although the 2010 fatality information is preliminary, there were 211 deaths on Idaho's roads, which was a decrease from 226 in 2009. The percent of pavement in good or fair condition was 84%, which was above the goal of 80%; however, the percent of bridges in good or fair condition was 73%, below the 80% goal. DDIR Stokes said the information may be adjusted as the Department transitions to the recently-implemented Transportation Asset Management Systems. At the end of December, 66% of the current year projects had been delivered. It was noted that the data includes local projects. In response to Member Vassar's question on the locals' ability to deliver projects, DDIR Stokes said staff is reviewing that issue and will determine what assistance can be provided to LHTAC.

Chief Operations Officer (COO) Paul Steinman referenced last month's agenda item reporting that the speed limit on SH-44 was reduced. After the speed zone was approved for change, it became apparent that additional work with respect to signal timing needed to be performed by the Ada County Highway District. As a result, a supplemental speed study will need to be performed to take into account the signal timing work. Changes to the speed limit signing have been placed on hold until the signal timing work is performed and a supplemental engineering study is completed and evaluated.

Chief Human Resource Officer Mary Harker reported that she will be providing a monthly news article to employees, focusing on various human resource subjects. She plans on evaluating the success of this communication tool at the end of the year.

Transportation Legislation Policy Specialist Matt Moore provided an update on activities at the federal level. A continuing resolution for surface transportation was enacted through March 4, 2011. It provides ITD with $126 million in appropriations from October to March. A continuing resolution for aviation was extended through the end of March. He added that there is a positive balance in the Highway Trust Fund.

Legislative Report. Governmental Affairs Program Manager (GAPM) Mollie McCarty reported that the House Transportation and Defense Committee has approved the commercial drivers' license proposal. The continuous appropriation for the railroad fund was not approved by the Governor's Office. The Senate Transportation Committee has approved the rule related to permits. Staff is reviewing a number of other proposals, including one on primary seat belts. The legislative task force established to review alternative funding for the Idaho State Police (ISP) and Idaho Department of Parks and Recreation (IDP&R) has recommended increasing vehicle registration fees by $10 to fund ISP and to retain the IDP&R in the Highway Distribution Account distribution formula.

GAPM McCarty reported that the Department is scheduled to make its annual presentation to the joint germane committees tomorrow. The budget presentation to the Joint Finance and Appropriations Committee is scheduled on February 8.

Proposed Legislation for 2011 Session. GAPM McCarty said a recent decision by the Idaho Court of Appeals

determined that the administrative license suspension advisory form is flawed because it lacks exact statutory language in the advisory. The applicable statute requires that licenses must be seized and that a temporary permit must be issued when a licensed driver refuses to submit to, or submits to and fails evidentiary testing for the presence of alcohol or drugs. While this procedure is correct for licensed Idaho drivers, all out-of-state driver refusals and perhaps all out-of-state driver failures may potentially be vacated in court as fatally flawed. Correction of the form alone causes other dilemmas and seizing the out-of-state license is contrary to the Non-Resident Violator Compact found in statute. GAPM McCarty proposed legislation to eliminate the requirement to seize the license. A one-time expenditure of about $20,000 is anticipated to revise, reprint, and distribute the notification form statewide.

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

RES. NO. ITB11-02

WHEREAS, the Idaho Governor's Office has requested that state agencies submit proposed 2011 legislation to the Division of Financial Management for review and approval; and

WHEREAS, the recent State of Idaho vs. Kling decision by the Idaho Court of Appeals finds the administrative license suspension form is legally flawed; and

WHEREAS, it is necessary that the Idaho Transportation Department correct these codified flaws; and

WHEREAS, it is necessary to expedite the submission of proposed legislation for consideration during the imminent legislative session.

NOW THERFORE BE IT RESOLVED, that the Idaho Transportation Board approves submittal of proposed legislation related to the administrative license suspension program to the Division of Financial Management.

Monthly Financial Statements and Highway Program Obligations. As of December 31, over $50 million had been obligated, according to Controller Gordon Wilmoth. This is 17% of the project costs in the current STIP. At the same time last year, $72 million had been obligated, or 17%. He noted that the information, reflecting the available $63 million in federal formula obligation authority with match, was submitted before the continuing resolution was approved.

Controller Wilmoth said FHWA Indirect Cost Allocation revenue was $28,850,000 through November, which exceeded the projected amount of $13,650,000. Miscellaneous state funded revenue of $13,403,000 was $413,000 above the forecast. Highway Distribution Account revenue, excluding ethanol exemption elimination, was $76,230,000. The projected revenue was $74,000,000. Revenue from the ethanol exemption elimination was $7,000,000, which was the projected amount.

Controller Wilmoth reported that revenue to the State Aeronautics Fund from aviation fuels was $738,500, or $62,000 above projections. Total expenditures in the American Recovery and Reinvestment Act (ARRA) Title XII Fund were $132,985,000, while $182 million had been appropriated. Of the $17.4 million LHTAC-administered ARRA Title XIV funds, $4,369,000 had been expended.

In response to Member Coleman's question, Controller Wilmoth replied that the AARA funds have to be spent by December 31, 2011. He added that LHTAC is confident it will meet that deadline. Member Coleman noted that ITD realized savings on stimulus projects. He asked if LHTAC will have savings and if it has projects ready to fund with those savings. Controller Wilmoth said that the Title XIV funds have constraints. LHTAC Deputy Administrator Dan Shirilla reported that only some of that money could be re-obligated. He does not believe the local entities will realize much savings, as most of the projects were smaller, sealcoat-type projects. In response to Member Vassar's question on the projects' status, Mr. Shirilla said all of the projects have been bid or have a bid date. Member Whitehead asked if contractors may have over-extended themselves and may not be able to complete the projects by the deadline. Mr. Shirilla does not believe that will be an issue.

WHEREUPON the Board meeting recessed at 3:40 PM.

January 20, 2011

The Board reconvened at 8:30 AM on Thursday, January 20, 2011, at the Idaho Transportation Department, Boise, Idaho. All members were present except Member Neil Miller.

Proposed and Requested State Highway System Adjustments. Intermodal Planning Manager (IPM) Sonna Lynn Fernandez reported that efforts are underway to add mileage to the state highway system. A cooperative agreement is being finalized with Cassia County to extend SH-77 to Almo, resulting in the approximate 16-mile City of Rocks Backcountry Byway being transferred to the state system. A memorandum of understanding with Boise County has been developed to outline the procedures for transferring the 33-mile Banks to Lowman route to the state. Upon completion of the US-95, Sandpoint Byway project, the two miles of new alignment will be added to the state system; however, the intent is to relinquish the existing route in Sandpoint to the city. The completion of the US-93, Twin Falls Alternate Route will add mileage to the state system. Lastly, if construction funding is secured through the FY12 GARVEE bond authorization request, SH-16 will be extended two miles south to US-20/26. IPM Fernandez also provided an overview of the numerous requests the Department has received since the mid 1990s to add other routes to the system and information on routes that were removed, should be removed because they do not function as state highways, and routes that were discussed for relinquishing but agreements were not reached with the respective local public agency.

Member Vassar expressed appreciation for the information. Based on observations from Board Subcommittee on Adjustments to the State Highway System meetings she attended the past year, it is difficult for the state to relinquish routes, and ITD provides financial assistance when it relinquishes routes and also when it adds routes to its system. Vice Chairman Blick concurred. He believes a mechanism is needed to facilitate relinquishing mileage from the state system. Member Whitehead agreed, and noted there are a number of business loops and spurs in District 3 that do not function as state highways; however, it is very difficult to transfer those routes to the local jurisdiction.

Chairman Manning thanked IPM Fernandez for the informative report.

Project Advances to FY11 of the Highway Development Program. Strategic Funding Specialist Dave Tolman reported that $67.4 million is available for additional projects in FY11. The funds are from four sources. A total of $37 million in FY11 projects were advanced to FY10 due to reduced economic stimulus bids, unanticipated additional obligation authority, and under the end-of-year funding plan. Another $15 million in budgeted GARVEE debt service will not be utilized. Prior-year state construction carryover of $9.6 million is available. Also, accelerated federal indirect cost recovery due to greater stimulus project payouts produced $5.8 million more in funding for state-funded projects.

COO Steinman submitted a list of recommended projects for funding, which was developed based on the Department's goals of mobility, safety, and economic growth. The majority are pavement preservation projects. The list also includes $21.2 million for FY12 GARVEE debt service.

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

RES. NO. ITB11-03

WHEREAS, it is in the public's interest for the Idaho Transportation Department to publish and accomplish a current, realistic, and fiscally constrained five year Highway Development Program; and

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

WHEREAS, the 2005 Safe, Accountable, Flexible, Efficient Transportation Equity Act – A Legacy for Users (SAFETEA-LU) requires that a minimum four year priority list of certain projects included in the Highway Development Program be provided for federal approval in a multi-modal Statewide

Transportation Improvement Program (STIP) document; and

WHEREAS, the Department Budget Council has identified $67.4 million in federal and state contract construction funding available for projects in FY11 due to 1) projects previously advanced to FY10, 2) programmed GARVEE debt service which is not needed in FY11, 3) prior year state construction carryover which can be released for new projects, and 4) unanticipated federal indirect cost recovery due to Economic Stimulus expenditures; and

WHEREAS, the Division of Highways staff has identified projects that can be made ready for funding in FY11 which emphasize mobility, economic growth and safety by forwarding 1) existing projects already in the Highway Development Program, 2) projects which address preserving and restoring pavement conditions, 3) projects improving safety and 4) projects which could likely be advertised in time to be under construction in FY11.

NOW THEREFORE BE IT RESOLVED, that the Board approves the advancement of the projects shown in the table entitled "Recommended Projects for Advancement to FY11" to FY11 of the Highway Development Program, as shown as Exhibit 399, which is made a part hereof with like effect; and

BE IT FURTHER RESOLVED, that staff is authorized to include the above projects in the FY11-15 STIP approval document in accordance with the provisions of the SAFETEA-LU.

Early Development (ED) Program Policy. Chief Engineer (CE) Tom Cole summarized the ED proposal, which was presented to the Board last month. The process was developed to get projects ready for funding. It has a number of guidelines, including development costs in the program shall not exceed $300,000 per District per year; total estimated unfunded construction costs of all projects in the program shall be limited to $120,000,000 at any point in time, with each District limited to no more than $20,000,000 in estimated construction costs; projects funded in the ED program shall be clearly depicted as unfunded for construction; the ED Program shall be updated and approved by the Board annually; prior to the District beginning development work on any project within the program, the District shall prepare a financial/scope/schedule document for Board approval, identifying that the proposed project fits within the funding constraints; and the projects shall have active delivery and cost schedules, which shall be presented to the Board annually for approval.

COO Steinman elaborated on the types of projects expected to be included in the ED Program. The projects will be in line with the Department's investment strategies. The priority projects will essentially be in years six and seven of the STIP, with the intent of advancing these projects to a construction year as funding becomes available.

Member Whitehead asked if a large project, such as a major bridge replacement or interchange, could be included in this Program. CE Cole replied that the intent is to fund safety improvements, not expansion or major projects. COO Steinman added that expensive projects could be placed in the STIP or considered for design-build.

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

RES. NO. ITB11-04 WHEREAS, Idaho Transportation Board Policy B-11-02, Highway Development Program, as modified by Board resolution #ITB06-13, limits project costs to projects that are funded for contract construction within the five years of the program; and

WHEREAS, the Board recognizes that for some construction projects, exceptions to the above policy may periodically be necessary in order to take advantage of unanticipated funding or for projects that have a development cycle which may take many years; and

WHEREAS, over the last several years, the Board has reviewed options for structuring an early development program and provided guidance to staff in preparing an early development policy; and

WHEREAS, the recommended Early Development (ED) Program Board Policy B-11-08 promotes early

knowledge of cost, scope, and realistic funding and delivery schedules for such projects to insure successful on time on budget delivery once the construction for the project is eventually funded in the Highway Development Program; and

WHEREAS, the ED Program Board Policy clarifies the Board's role in reviewing and approving any investments in studying or developing future projects for which funding is not identified in the Highway Development Program; and

WHEREAS, the ED Program Board Policy establishes fiscal constraints for State Highway System investments in the Highway Development Program which include: 1) a limit of $120,000,000 in unfunded construction at any point in time, with each District limited to no more than $20,000,000 in estimated construction and 2) a limit of $300,000 per District per year in funded development costs in the Highway Development Program; and

WHEREAS, the ED Program Policy requires projects under development in the ED Program to be among the Department's highest priorities for the use of future funding which may become available to support Idaho's State Highway System needs.

NOW THERFORE BE IT RESOLVED, that the Early Development Program Board Policy, B-11-08, as shown as Exhibit 400, which is made a part hereof with like effect, is approved; and

BE IT FURTHER RESOLVED, that the funding in the Highway Development Program under the Early Development Program Board Policy B-11-08, is to be included in the Statewide Transportation Improvement Program in accordance with the provisions of the Safe, Accountable, Flexible, Efficient Transportation Equity Act – a Legacy for Users.

Presentation: Intermountain Donor Services. Alex McDonald with Intermountain Donor Services thanked the Board members for their time. He expressed appreciation to the Driver Services staff members for their efforts to promote organ donations. Because of ITD's assistance, 64% of Idahoans have signed up for the organ donor registry program, which is one of the highest percentages in the country. He read a letter of commendation from Governor Otter.

Mr. McDonald presented an award to Motor Vehicles Administrator Alan Frew, Driver Services Manager Ed Pemble, and Driver Services Unit Supervisor Lynn Rhodes for their exemplary efforts and assistance promoting this program. Mr. Pemble expressed appreciation to Mr. McDonald for the good partnership the two entities have established. ITD is proud to be a partner in this important endeavor to save lives. Ms. Rhodes also acknowledged the partnership and is pleased ITD can provide assistance on this important program.

Chairman Manning thanked Mr. McDonald for the presentation and also for his important work on this valuable program.

Executive Session on Personnel and Legal Issues. Member Gagner made a motion to meet in executive session at 9:25 AM to discuss personnel and legal issues as authorized in Idaho Code Section 67-2345(b) and (f). Member Whitehead seconded the motion and it passed 5-0 by individual roll call vote.

A discussion was held on legal matters related to Federal Transit Administration contracts and processes, litigation against ITD on employment-related matters, and litigation related to the issuance of Division of Motor Vehicles permits.

A discussion was held on personnel matters related to the evaluation of a public officer.

The Board came out of executive session at 11:25 AM. No final actions or decisions were made.

New Business. Member Coleman reported that a culvert on SH-3 collapsed late last month, closing one lane of highway. The District hired a contractor to remove and install a six-foot diameter culvert. The road was reopened on

January 4. To date, $230,000 has been expended for the emergency project. Staff estimates an additional $45,000 will be needed to complete the repairs. The dollar amount does not meet the required threshold for federal Emergency Relief Program funds. District 1 requested the addition of the project to FY11 of the Capital Investment Program utilizing FY12 state capital funds. It would offset this project by reducing the seal coat program accordingly.

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

RES. NO. ITB11-05

WHEREAS, it is in the public's interest for the Idaho Transportation Department to publish and accomplish a current, realistic, and fiscally constrained five-year Highway Development Program; and

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

WHEREAS, the Rose Creek culvert collapsed due to flooding on December 28, 2010 closing one lane of SH-3 at milepost 113.8; and

WHEREAS, emergency repairs of $230,000 have been expended to reopen SH-3; and

WHEREAS, the cost of permanent repairs is estimated at an additional $45,000; and

WHEREAS, the District has identified offsetting state capital funds required to accomplish these repairs.

NOW THEREFORE BE IT RESOLVED, that the Board approves the addition of SH-3, Rose Creek Culvert Emergency Repairs to FY11 of the Capital Investment Program for $275,000.

WHEREUPON, the Idaho Transportation Board's regular monthly meeting officially adjourned at 11:30 AM; however, Chairman Manning and Members Coleman, Gagner, Vassar, and Whitehead attended the Department's annual presentation to the joint House and Senate Transportation Committees at 1:30 PM. The presentation focused on accountability and efficiency, the proposed FY12 budget request, the GARVEE Program, and realignment.

signed
DARRELL V MANNING, Chairman
Idaho Transportation Board

Read and Approved
February 17, 2011
Boise, Idaho