

**Public Meeting  
Arizona Overdimensional Permit Council  
Regular Meeting Minutes  
For June 04, 2014**

An Overdimensional Permit Council meeting was held in public at the Arizona Department of Transportation (“ADOT”) Auditorium, 206 S. 17<sup>th</sup> Avenue, Phoenix, Arizona 85007, on June 04, 2014, scheduled to commence at 1:30 p.m. MST.

**Call to Order-**

Chairman Kyle Wilkes called to order the Arizona Overdimensional Permit Council meeting at 1:34 p.m. MST.

**1. Roll Call and Quorum –**

**Council Secretary** Randall Chapman conducted a roll call of the Council. Council Members **in** attendance: Randall Chapman, Steven Humbert, Ken Hunter, John Backowski, Michael S. Townsend, Kyle Wilkes, Mark Beadles (arriving at 1:56 p.m.).

Council Members **not** in attendance were John Halikowski and Albert Gutier.

With seven Council Members present, the Council did have a quorum (minimum of five required).

**2. Pledge of Allegiance –**

led by Chairman Kyle Wilkes

**3. Welcome and Introductory Comments –**

Chairman Kyle Wilkes welcomed the public, public officials, members of the Overdimensional Permit Council and staff to the meeting. Chairman Wilkes provided a brief overview of how he planned to chair the meeting and how that will assist in ensuring compliance with the Arizona Open Meeting Law.

**4. Statute Change and Update for 2014 from Arizona legislative House Bill (HB) 2430, An Act Amending Sections 28-1095, 28-1103, 28-1105 and 28-1144 Arizona Revised Statutes; Relating to Vehicle Size, Weight and Load –**

Chairman Wilkes brought the HB 2430 to the attention of the Council and the public; he briefly provided a summary and history of the bill and encourages Council Members and the public to review the bill independently. Chairman Wilkes recognized Jim LaRue with Barney Trucking from Utah and John Lindley of ADOT for their efforts involved in the passage of this bill. Copies of the bill’s language, as well as the legislative Fact Sheet were made available to the public and to the Council Members in attendance. There were no further comments or any questions from the Council. (Attachment #1)

**5. ADOT Presentation and discussion of the implementation of the new “E-Pro” (Electronic Permit Routing On-line) system –**

Chairman Wilkes recognized and welcomed Steve Kalina, Lieutenant Lori Knight and Jennifer Cannon of ADOT. Mr. Kalina provided the Council with a PowerPoint presentation (Attachment #2) and was assisted by Lieutenant Knight and Jennifer Cannon in introducing and describing the new “E-Pro” on-line system for overdimensional permit applications. Chairman Wilkes invited any additional questions or comments from the Council.

Councilmember Ken Hunter asked a question regarding law enforcement access capabilities within the ADOT “E-Pro” system. Mr. Kalina and Lieutenant Knight of ADOT replied that authorized law

enforcement personnel will have viewing capabilities into the new system. The Arizona Department of Public Safety (“DPS”) will have a separate user ID with limited capabilities. Law enforcement personnel will be notified with a URL, a login and a password. Reports will also be provided, including escort requirements of loads reports and basic reports. Mr. Kalina estimated the report function will be available by the end of June 2014.

Councilmember Steven Humber asked whether the system will be available 24/7, and also whether the “E-Pro” system will provide routing assessments for local permitting requirements. Mr. Kalina and Lt. Lori Knight of ADOT responded that the system will be available 24/7 (twenty-four hours daily, seven days per week), although the Class C permits will remain with the same, regular ADOT business hours and will not be available 24/7. Mr. Kalina and Lt. Lori Knight responded to the second question, replying that the routing assessment does not recognize local permitting requirements, only the State requirements.

Councilmember Mark Beadles asked if ADOT’s new “E-Pro” system will provide messaging regarding local permitting requirements. Mr. Kalina and Lt. Knight stated the system would have messaging on the permit to the customer to confirm local permitting requirements.

Councilmember Michael Scott Townsend commented that he is looking forward to the availability of new system, and that he feels that the industry will benefit and be happy with this system. Mr. Kalina and Lt. Knight provided information that the “E-Pro” system has many updated features; for example, the system performs dynamic data updates.

Chairman Kyle Wilkes requested more information on the ‘stop notification’ function of the new system. Mr. Kalina and Lt. Knight responded that when a carrier receives a ‘stop notification’ for credential or route, the system will identify the details of why the customer received the notification; in some cases the customer will not see all the details but will receive information as to where in ADOT the stop notification generated from and/or why.

Chairman Kyle Wilkes asked Mr. Kalina and Lt. Knight about what basis the routing system is generated from, segments or mile posts. Mr. Kalina responded it is an interactive map; that segments are based on where the user clicks the mouse on the roadway, and that it basically is a mile post. Information also depends on what the user selects. Jennifer Cannon of ADOT further stated that during the User Acceptance Testing (UAT), ADOT ensured there is a smooth flow from mile post to segment.

Chairman Wilkes inquired if Class C permits for Tridems and EZ C permits for manufactured housing will be issued thru the “E-Pro” system. Lt. Knight responded that yes both of those permit types will be issued thru the new system. Jennifer Cannon of ADOT added that it is important to understand the correct terminology; that all permits can be applied for through this new system; that some permits will still need to be analyzed by ADOT Central Permits or by the ADOT Enforcement and Compliance (ECD) Division, and that the customer still has the option to request an analysis.

Chairman Wilkes asked if “Check your route” is a feature. Lt. Knight responded and stated there is a “Check your route” feature. Also the feature is available from the main menu to validate a route, and the customer does not have to go into the system or send the route to ADOT.

Chairman Wilkes inquired if there will be a help desk available for customers. Mr. Kalina responded that during the first week after the new system goes live, a group of ADOT employees will be available to take incoming phone calls to a phone number that will be posted on the ADOT website. After that, she continued, there will be a phone number for the ADOT Central Permit office to take phone calls. When a customer receives an error message from the new system, a phone number will be provided for that customer to call. Lt. Knight stated that the various ports of entry located around the state can also be contacted ‘24/7’ with questions.

Chairman Wilkes asked if any question cards were submitted from the public as to this agenda item. There were none. Chairman Wilkes invited any additional questions or comments from the Council. There were no further questions or comments from the Council.

## **6. Arizona Administrative Code, Title 17 Transportation, Chapter 6 Department of Transportation –**

**Oversize and Overweight Special Permits, Articles 1 through 4** - Lieutenant Lori Knight of ADOT verbally provided the Council with the following information concerning various administrative rules amendments that ADOT intends to propose, along with various proposed technical corrections and clarifying language changes to the rules. These have been considered by the Department during the time since publication of the final (current) administrative rules on oversize and overweight special permits on August 16, 2013. As listed by Lt. Knight, those include:

- Deleting or correcting any outdated addresses from the definition of “Arizona Central Commercial Permits;”
- Adding a new 30-day Class D special permit option for self-propelled mobile cranes, drilling rigs, and similar specialty equipment;
- Clarifying the definition of “continuous travel” by referencing the thresholds at which a vehicle or a self-propelled mobile crane, drilling rig, or similar specialty equipment becomes subject to the holiday transport restriction under A.A.C. § R17-6-406;
- Adding a 30-day Class B - Type R special permit for commercial movement of recreational vehicles wider than 8’ 6” in conformance with recent legislative changes provided by Laws 2014, Ch. 60 (House Bill 2430);
- Adding a continuous travel allowance for self-propelled mobile cranes, drilling rigs, or similar specialty equipment traveling under a class D special permit at no more than 11’ in width, 14’ 6” in height, 10’ in length of front overhang, and 10’ in length of rear overhang;
- Eliminating the restriction currently contained in A.A.C. § R17-6-212, Table 6, that requires a Class C special permittee with a tridem axle group configuration to exit I-10 (Arizona Interstate Highway 10) at mile post 352 and to merge at milepost 355;
- Consolidating the gross weight categories permitted for longer combination vehicles (LCVs) traveling under a Class E special permit in conformance with recent legislative changes provided by Laws 2014, Ch. 60 (House Bill 2430);
- Making technical and conforming changes required under the recently updated Western Regional Agreement;
- Providing examples of the warning flag configurations and safety lighting device requirements for vehicles or loads extending more than four feet beyond the front of the vehicle; and
- Adding a reference to the general highway operations requirements under A.A.C. § R17-6-401 to remind permittees and drivers issued a multiple trip oversize or overweight special permit or envelope permit to access and review the most current information on highway-specific restrictions, requirements, conditions, and allowances prior to commencing transport, as currently required under A.A.C. § R17-6-412.

## **7. Earlier Notice of Future Construction Schedules from ADOT –**

Council Member Michael ‘Scott’ Townsend introduced this subject and provide a brief history, then began the Council’s discussion.

Chairman Wilkes asked Mr. Kalina of ADOT if the “E-Pro” system will allow for notifying users of upcoming road construction closures and other restrictions. Mr. Kalina responded that the new system only allows for existing restrictions. Jennifer Cannon of ADOT stated that it is the ADOT District offices and the highway construction Project Manager’s responsibility to update the Highway Condition Reporting System (HCRS) system. The “E-Pro” system will be updated as soon as the HCRS system is updated. It may be beneficial for communication of the Council’s views on this issue to be initiated by this Council with the ADOT District offices and the construction Project Managers, she opined. Ms. Cannon also stated that the dimensions for restrictions are put into place by a combination of the project, traffic access and the capabilities to route in general. And that ADOT does have the ability to request width widening in certain circumstances that have a combination of different factors.

*Chairman Wilkes suggested that Councilmember Townsend draft and submit to the Council a written proposal and/or recommendation to be addressed to ADOT, for the Council’s consideration and possible action at a future (perhaps next) Council meeting.*

Jennifer Cannon of ADOT also stated that it is a requirement of the Project Managers to provide a two-week notice of the construction-related road closures and other restrictions. She further stated that, only in rare circumstances, is notice of these not provided at least two weeks in advance.

Chairman Wilkes requested this item be put on the next Overdimensional Permit Council Meeting Agenda. Chairman Wilkes invited any additional questions or comments from the Council. There were no further questions or comments from the Council.

#### **8. Allowing Case-by-Case Use of Limited Convoys –**

Council Member Michael ‘Scott’ Townsend introduced this subject and began the Council’s discussion, essentially stating that he and some of the industry participants with whom he communicates would like to see ADOT consider more flexibility in allowing these convoys. *Chairman Wilkes suggested that Councilmember Townsend draft and submit to the Council a written proposal and/or recommendation to be addressed to ADOT, for the Council’s consideration and possible action at a future (perhaps next) Council meeting.*

Chairman Wilkes requested this item be put on the next Overdimensional Permit Council Meeting Agenda. Chairman Wilkes invited any additional questions or comments from the Council. There were no further questions or comments from the Council.

**At the request of Chairman Wilkes, agenda item #10 was placed before agenda item #9 with no objection from anyone else on the Council.**

#### **9. Call to the Public.**

Chairman Wilkes announced and began the Call to the Public. A Mr. Ken Anderson submitted a speaker card, and Chairman Wilkes recognized and welcomed Mr. Anderson to speak to the Council.

Mr. Anderson, affiliated with the Arizona Housing Association, wanted to expand on what Council Member Townsend had discussed in Agenda Item #8 regarding requesting more case-by-case approvals by ADOT of limited convoys. Mr. Anderson provided a couple of examples and expressed the importance of allowing convoying in certain instances. Continuing with his remarks, Mr. Anderson also expanded on what Council Member Townsend stated for Agenda Item #7, asking if a window could be provided during which the industry would be able to move loads around the time of a road construction schedule. Mr. Anderson’s last request was to suggest a small change to the language used officially to describe so-called ‘mobile homes.’ He suggested that it would be more accurate if they are referred to as ‘manufactured/modular/mobile homes’ or housing.

No one else indicated a desire to address the Council during the Call to the Public.

#### **10. Update of ADOT Enforcement and Compliance Division (ECD) Changes in Office Locations for Mesa and Goodyear –**

Lieutenant Lori Knight of ADOT was recognized by Chairman Wilkes. Lt. Knight provided information about the recent ADOT / ECD office re- locations. (Attachment #3)

Chairman Wilkes invited any additional questions or comments from the Council. There were no further questions or comments from the Council.

### **11.Adjournment**

Chairman Wilkes summarized the items to be placed on a future Council meeting Agenda, including following up on Items 6, 7 and 8 of this meeting's Agenda; namely, proposed Rules amendments, Earlier ADOT Notice of Future Construction Schedules, and Allowing more use of Limited Convoys on a case by case basis. Chairman Wilkes thanked the Council Members and the public for their attendance. Stanley O'Dell, an assistant attorney general representing the Council, invited Council Members to consider scheduling a special training session on the Arizona Open Meeting Law, during future, scheduled Executive Sessions of the Council.

Chairman Wilkes moved for adjournment and Steven Humbert seconded the motion, which carried unanimously by voice vote. The Council meeting was adjourned at 3:09 p.m. MST.