



City of Coeur d' Alene
City of Post Falls
City of Hayden
City of Rathdrum
Coeur d' Alene Tribe
East Side Highway District
Idaho Transportation Department
Kootenai County, Idaho
Lakes Highway District
Post Falls Highway District
Worley Highway District

Cooperatively Developing a Transportation System for all of Kootenai County, Idaho

KCATT MEETING AGENDA

August 22, 2017 - 8:00 AM

Idaho Transportation Department District One Headquarters
600 W. Prairie Avenue, Coeur d'Alene, Idaho 83815

1. Call to Order
2. Welcome/Introductions
3. Approval of June 27, 2017 Meeting Minutes
4. Public Comments
5. Project, Transit & Utility Updates
6. Planning Updates
 - a. Regional Bike and Pedestrian Plan Update
 - b. Population Distribution by TAZ discussion
 - c. Traffic Counting Cameras
7. Idaho Transportation Board Update
8. Current Business
 - a. 2018-2022 Draft Transportation Improvement (TIP) attached
 - b. 2018 Draft Unified Planning Work Program (UPWP) attached
9. Upcoming KMPO Board Items
 - a. 2018-2022 Transportation Improvement (TIP) – September
 - b. 2018 Unified Planning Work Program (UPWP) – September
10. Other Business
 - a. KCATT Member Items
11. Next Meeting – September 26, 2017
12. Adjournment

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**KCATT MEETING MINUTES
for
August 22, 2017**

Idaho Transportation Department District One Headquarters
600 W. Prairie Avenue, Coeur d'Alene, Idaho 83815

Call to Order:

Vice Chair Eric Shanley called the meeting to order and welcomed everyone at 8:00 a.m.

Welcome / Introductions

| | |
|-------------------------------|---------------------------------------------|
| Kevin Jump, Chair | City of Rathdrum |
| Eric Shanley, Vice Chair..... | Lakes Highway District |
| Chris Bosley | City of Coeur d'Alene |
| Alan Soderling..... | City of Hayden |
| Rob Palus | City of Post Falls |
| John Pankratz | East Side Highway District |
| Kelly Brownsberger | Post Falls Highway District |
| David Callahan..... | Kootenai County |
| Marvin Fenn | Idaho Transportation Department, District 1 |
| Bill Roberson, Alternate..... | Idaho Transportation Department, District 1 |
| John Parmann..... | Community Member |

KMPO Staff

| | |
|--------------------|------------------------|
| Glenn Miles | Executive Director |
| Ali Marienau | Transportation Planner |
| Kelly Lund | Executive Secretary |

Alternates and Guests

| | |
|---------------------------|----------------------------|
| Monty Montgomery..... | Lakes Highway District |
| Donna Montgomery..... | KMPO Volunteer |
| Kimberly Hobson..... | Kootenai County |
| Jeannette Leckvold | Kootenai County |
| Ben Weymouth..... | T-O Engineers |
| Angela Comstock | JUB |
| Christopher DeLorto | HDR |
| Graham Christensen | East Side Highway District |

3. Approval of June 27, 2017 Meeting Minutes

Rob Palus moved the June 27, 2017 minutes as amended. Kelly Brownsberger seconded the motion which passed unanimously.

Chair Kevin Jump arrived at 8:02 a.m. Vice Chair Shanley turned the meeting over to Chair Jump.

4. Public Comments

There were no public comments.

5. Project, Transit & Utility Updates

Marvin Fenn, ITD, deferred the project updates to Bill Roberson.

Bill Roberson, ITD, provided an extensive update on several projects including I-90 – Sherman Avenue to Blue Creek Bay Bridge, Ironwood Drive and Emma Avenue, Ironwood Drive and Highway 95, I-90 – Northwest Boulevard to Sherman Avenue, Cougar Creek to Blackwell Slough, railroad projects Spokane Street, Grange Road, and Watkins Avenue, Highway 95 North Quarter

Access improvements, sign upgrades, I-90 interchanges 34, 39, and 40 safety improvements, Key Number 20302 – North Hollister Hills turn bays on State Highway 53, and FY18 sealcoats.

Rob Palus, City of Post Falls, noted the large amount of residential development occurring in the City. Seal coating and chip sealing projects are complete. A resubmittal for a PS&E on the Seltice Congestion Mitigation project is expected from the consultant tomorrow and will then go to ITD to schedule the last PS&E review; the project is expected to go out to bid this fall. In regards to their Transportation Master Plan, a workshop was held with their City Council and one with their Planning and Zoning Commission; the final open house is scheduled for August 23.

Kelly Brownsberger, Post Falls Highway District, reported the District has been working on their Transportation Master Plan and thanked those who attended a committee meeting last week. The District has been working on the consultant selection for the Beck Road – Seltice Way to Prairie Avenue project. An overlay project on the Hollister Hills subdivision is expected to begin next week; turn lanes will be put in next year. A number of minor subdivisions are going in throughout the District.

Alan Soderling, City of Hayden, reported their chip seal projects were complete. No major projects are planned for the remainder of the summer. Crews are doing cutting, patching, and taking care of maintenance issues.

David Callahan, Kootenai County, reported they would be doing a second round of code amendments before the County Commissioners on September 14th. For the next round of code amendments, the commissioners have asked him to streamline, lighten up, or eliminate the minor subdivision process; he will be asking the committee for assistance during the hearing process.

Chris Bosley, City of Coeur d'Alene, reported on the Seltice Way project; the roundabouts have been partially constructed and traffic is now on the south side of the roadway. With the exception of minor cleanup, the chip seal and overlay projects are complete. The Seltice Way pathway and Government Way projects are expected to go to rebid in the next few months. The Medina Street and Ironwood Drive project is going well.

John Pankratz, East Side Highway District, reported a portion of Yellowstone Road had been approved for funding through a FLAP (Federal Lands Access Program) grant; ITD will assist with the project which has not yet gone to design. Chip seals are complete. The District was able to fog seal everything this year. FEMA restoration projects are ongoing; while some are complete, others are going into the design phase. The Fernan Lake Road chip seal failed, but is under warranty; there is an agreement to postpone and re-do the chip seal next year. The District will begin their Transportation Master Plan sometime after October 1. The East Side Highway District Board voted unanimously to accept ITD's offer for Coeur d'Alene Lake Drive; details still need to be worked out.

John Parmann, Community Member, had no updates to report.

Vice Chair Eric Shanley, Lakes Highway District, reported chip seal projects were complete. He noted the District had an agreement with ITD to chip seal some roads in the Athol area; these chip seal projects have also been completed. Fog sealing has not been completed. All construction projects are complete. Approximately 5-6 miles of BSTs were done and turned out well. Vice Chair Shanley noted the number of developments going in throughout their District; there are currently 6 major subdivisions under construction. The Ramsey Road UP railroad crossing improvements have been postponed until September. The District is working on a contract with BNSF for a railroad crossing grade separation; design is expected to begin this fall.

Chair Kevin Jump, City of Rathdrum, reported current projects include Barrett Road in the Post Falls Highway District and street rehabilitation work which is expected to begin after Labor Day. Lancaster Road from Highway 41 to Greensferry Road will be closed through the end of the week

to accommodate the installation of two different waterline projects. Next week, BNSF is expected to begin installing a second set of tracks from Ramsey Road toward Rathdrum; the City is coordinating with BNSF on road closures. Work on residential subdivisions is creating road closures as developers put in frontage improvements.

No utility companies were present.

Kimberly Hobson, Kootenai County, reported route and route times will change September 1st. They are working with the cities to get the signage up. She noted last year's Program of Projects (POP) was mistakenly republished; the correct POP is available for anyone who would like a copy.

6. Planning Updates

- a. Regional Bike and Pedestrian Plan Update
- b. Population Distribution by TAZ Discussion
- c. Traffic Counting Cameras

Ali Marienau noted the Regional Bike and Pedestrian Plan workshop held last month focused on connectivity and coordination between jurisdictions and the use of the Plan as a guiding document to support projects falling between jurisdictions. A draft of a facility design chapter for the Plan was sent out last week; a workshop will be held after the KCATT meeting today. A stakeholder meeting will be scheduled to discuss goals, objectives, and vision of the Plan. In regards to the MTP update, Ms. Marienau is working with the cities in hand placing dwelling units for land use; since the projections were high, approximately 9,000 units will need to be placed outside the urban area. The final 2017-2040 project list was sent to the committee yesterday with a request to review and report any needed changes; it will be used for the MTP and base/projected travel demand models.

Mr. Miles commented on the growth, projections, and redistribution of hand placed units. KMPO will be working with the City of Hayden, as part of their impact fee permit system, to evaluate subdivision and major developments using the model. Updates to the model will be done more frequently. Quotes for bike counts were requested from two firms; pricing for a 12 hour period during peak hours for 3 days at 15 locations ranged from \$20,000 - \$40,000. He commented on the cost and noted the data would be outdated within a few years. Due to the cost, Mr. Miles suggested purchasing 5-10 cameras at approximately \$1,500 apiece; he requested input from the committee. The cameras would be kept at the KMPO office and available to the cities and highway districts for special projects. Mr. Miles said he did not want to acquire something the jurisdictions may not use. Funding may be available through the Urban Balancing Committee in November.

The committee felt the counters would be beneficial. Mr. Miles will look into the matter.

7. Idaho Transportation Board Update

Mr. Fenn provided updates on I-90 ramp closures. ITD has been discussing the Children Pedestrian Safety Program and Expansion and Congestion Mitigation Program; outreach is expected as local jurisdictions receive funding from the programs. District 1 received approximately \$64 million of GARVEE funds to continue improvements on the Highway 95 Access corridor; TIP amendments will be requested. The project includes an interchange at Highway 53 and will extend to Granite Hill. The project is expected to take place in the 2019-2021 timeframe.

Mr. Roberson provided an extensive update on the planned Highway 95 corridor improvements. He believed \$3.5 million was available to complete the pathway from Highway 53 to Granite Hill, but said local jurisdiction(s) or the County would need to take ownership of the pathway. If there is no agreement, he anticipates the pathway will be built to subgrade, but not constructed.

Mr. Fenn also commented on the opportunity to construct the pathway and confirmed ITD would build the pathway if a government agency takes it over. In the past, the County Commissioners were apprehensive about taking on more facilities.

Mr. Palus noted the Centennial Trail Board maintenance committee was scheduled to meet next week; he will suggest they contact ITD regarding the shared use path.

8. Current Business

a. 2018-2022 Draft Transportation Improvement (TIP) attached

Mr. Miles noted the draft 2018-2022 TIP was advertised in the Coeur d'Alene Press; the 30-day comment period ends next week. He reviewed the purpose of the TIP and noted it was based on approvals. In the case of Federal Transit Administration (FTA) Section 5307 funds, Kootenai County's currently programmed projects are listed on pages 17 and 18.

As part of the FTA process, Kootenai County, as the designated grant recipient, is required to prepare their Program of Projects (POP) and make it available for public comment. Mr. Miles said Kootenai County was currently going through the POP process and believed it was out for public comment with the public meeting planned for next week. The County will submit the POP to KMPO once it has been through the public process. Mr. Miles said he is aware of 3-4 new projects and upwards of 7 amendments in the POP; a formal amendment before the KMPO Board will be necessary. Yesterday, Kootenai County sent Mr. Miles a request to make the amendments and the recommendation to KCATT.

He noted due process and said changes cannot be made when there is an open public process resulting in a comment period. Although the County will be handing out a copy of the POP today, the committee cannot make a recommendation until Kootenai County's public involvement process is complete. No amendments can be made until the public comment period has ended and KMPO has been provided the POP, public comments, answers to the public comments, confirmation the county commissioners want the funds spent accordingly, and KMPO has had an opportunity to reconcile the POP with the project currently in the TIP. Mr. Miles noted significant changes require a 30-day comment period. It is easier to make amendments after the Board has approved the TIP and the reason the matter is before the committee for a recommendation to the KMPO Board. Making changes at the last minute will not only delay approval of the TIP, but delay other jurisdictions' projects. Mr. Miles believed Kootenai County's public meeting was scheduled for August 29th.

If KMPO receives Kootenai County's POP and public comments by September 5th, Mr. Miles will begin amending the 2018-2022 TIP. The matter would be before KCATT the end of September and before the KMPO Board in October. The ITD Board does not generally adopt the ITIP until late October or November. KMPO is not attempting to impede approval of the POP; however, due process is required by Federal statute. Mr. Miles said the draft POP given to the committee today will not be included in the recommendation to the KMPO Board for September. There was a short discussion by committee members noting some discrepancies between the TIP and POP. A change in concept, scope, or budget greater than 10% (over or under) requires a formal amendment process.

Jeanette Leckvold, Kootenai County, said she could not speak for the person who held her position previously, but said she had 20 years' experience in accounting and budgeting. Although she tried to reconcile past KMPO schedules, moving forward, it was easier to start fresh with the funding they currently had and what funding was needed complete their projects. The first page of the handout was published in the newspaper. The second page was submitted to KMPO. Ms. Leckvold said Planning and Training were not "new" projects, but were listed as such since she did not have the Key Numbers.

Mr. Miles said, as part of the federal process, under the transparency rules, KMPO must ensure there is public involvement so the public can see where money is going. Federal agencies conduct periodic reviews of local agencies and jurisdictions who receive federal funding and will inspect public processes for publication to ensure the public is informed. Mr. Miles said the public has a right to know where the money is going. Changes can be made, but like every other project, it must go through a formal amendment process.

Historically, the POP was presented to KCATT and the KMPO Board for review in the March/April timeframe. Mr. Miles said, due to the early notice, a Memorandum of Understanding (MOU) between Kootenai County and KMPO was signed. The agreement allowed the TIP and POP to run concurrently. However, the last several years, Kootenai County has not provided the POP to KCATT or the KMPO Board until much later and has opted to do their own public process and advertisement. Due to the change, KMPO has had to wait for Kootenai County to complete their public process before moving forward. Mr. Miles said, in the future, he hopes they can get back on track for presentations in the earlier timeframe.

John Pankratz made a motion to recommend to the KMPO Board approval of the draft 2018-2022 TIP. Kelly Brownsberger seconded the motion which passed unanimously.

- b. 2018 Draft Unified Planning Work Program (UPWP) attached

The FY18 Unified Planning Work Program (UPWP) will begin October 1st. Mr. Miles noted the Federal Highway Administration (FHWA) will require performance measures beginning February 2018. Recognizing Kootenai County's upcoming Program of Projects (POP), he proposed their 2018 funding at \$150,000; the proposed POP shows \$125,000. Mr. Miles said the adjustment can be made to prevent the amendment of two separate documents. KMPO shows anticipated funding in the work program not what is programmed for funding.

Vice Chair Shanley noted the UPWP included work on the Huetter Corridor modeling update and re-evaluation. He questioned when the committee would start seeing results from that effort.

Mr. Miles said the current year model is complete, but needs reconciliation of land use; he hopes to see some results in December.

Rob Palus moved to recommend to the KMPO Board the adoption of Kootenai Metropolitan Planning Organization's Unified Planning Work Program for FY 2018. Vice Chair Shanley seconded the motion which passed unanimously.

9. Upcoming KMPO Board Items

- a. 2018-2022 Transportation Improvement (TIP) – September
- b. 2018 Unified Planning Work Program (UPWP) – September

10. Other Business

- a. KCATT Member Items

John Pankratz noted a FEMA procurement seminar was being held in the ITD main meeting room.

11. Next Meeting – September 26, 2017

12. Adjournment

John Pankratz moved to adjourn the August 22, 2017 meeting. Rob Palus seconded the motion which passed unanimously.

The meeting adjourned at 9:22 a.m.

Recording Secretary