



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

KMPO Board Meeting

March 10, 2016 1:30 pm

Post Falls City Council Chambers, Post Falls City Hall, 1st Floor
408 N. Spokane Street, Post Falls, Idaho

AGENDA

- 1. Call to Order – Jim Mangan, Chair**
- 2. Changes to the Agenda and Declarations of Conflicts of Interest**
- 3. Approval of January 14, 2016 KMPO Board Meeting Minutes**
- 4. Public Comments** (limited to non-agenda items 3 minutes).
- 5. KCATT Recap & Recommendations – Sean Hoisington**
 - a. STP Urban Application Update
- 6. Administrative Matters**
 - a. January and February 2016 KMPO Expenditures & Financial Report
 - b. KMPO – ITD Memorandum of Understanding – Final Draft
 - c. KMPO 2016 TIP Amendment #2 Advance to 2016 KN 13405 U.S. 95 Benewah Co Line to Worley resurfacing – Administrative Amendment.
- 7. Public Transportation (Informational Items Provided to KMPO)**

KMPO is not the Designated Recipient of FTA Funding for the provision of transit Service in Kootenai County. These informational items are provided as a service to the public and to local jurisdictions. Questions related to service, schedules, or concerns should be directed to Kootenai County.

 - a. Kootenai County Urban and Specialized Transit Report – Corey Clarke
 - b. Rural Transit Report – Alan Eirls
- 8. Other Business**
 - a. Competitive Grant Opportunities through TIGER and Freight Discretionary Program
- 9. Director's Report** (written report included in Board packet)
- 10. Board Member Comments**
- 11. Next Meeting – April 14, 2016**
- 12. Adjournment**

For special accommodation/translation services, call 1.208-930-4164, 48 hours in advance. KMPO assures nondiscrimination in accordance with Title VI of the Civil Rights Act of 1964, and Civil Rights Restoration Act of 1987 (P.O. 100.259) and the Americans with Disabilities Act.

MEETING MINUTES

Kootenai Metropolitan Planning Organization
 Regular Board Meeting
 March 10, 2016
 Post Falls City Council Chambers, City Hall, First Floor
 Post Falls, Idaho

Board Members in Attendance:

James Mangan, Chair	Worley Highway District
Jim Kackman, Vice Chair	Coeur d'Alene Tribe
Terry Sverdsten	East Side Highway District
Marc Eberlein	Kootenai County
Kerri Thoreson	City of Post Falls
Dick Panabaker	City of Hayden
Fred Meckel	City of Rathdrum
Rod Twete	Lakes Highway District
Marvin Fenn, Alternate	Idaho Transportation Department Dist. 1
Dan Gookin	City of Coeur d'Alene

Board Members Absent:

Terry Werner	Post Falls Highway District
Damon Allen	Idaho Transportation Department Dist. 1

Staff Present:

Glenn Miles	Executive Director
Bonnie Gow	Senior Transportation Planner
Kelly Lund	Executive Secretary

Attendees:

Monty Montgomery	Lakes Highway District
Donna Montgomery	KMPO Volunteer
Alan Eirls	Citylink
John Pankratz	East Side Highway District
Corey Clarke	Kootenai County
John Kelly	Bike CDA
Christopher DeLorto	HDR
Diane Fountain	Lakes Highway District
Kelly Brownsberger	Post Falls Highway District
Sean Hoisington	City of Hayden
Kevin Howard	Worley Highway District

1. Call to Order – James Mangan, Chair

The regular meeting of the Kootenai Metropolitan Planning Organization Policy Board was called to order by Chair James Mangan at 1:30 p.m.

2. Changes to the Agenda and Declarations of Conflicts of Interest

Mr. Richard Panabaker made a motion to approve the March 10, 2016 KMPO Board agenda as presented. Mr. Jim Kackman seconded the motion, which passed unanimously.

Chair Mangan noted there were no conflicts of interest declared.

3. Approval of January 14, 2016 KMPO Board Meeting Minutes

Ms. Kerri Thoreson moved to approve the minutes of the January 14, 2016 KMPO Board meeting. Mr. Richard Panabaker seconded the motion, which passed unanimously.

4. Public Comments (limited to non-agenda items 3 minutes)

There were no public comments offered.

5. KCATT Recap & Recommendations – Sean Hoisington

a. STP Urban Application Update

Mr. Sean Hoisington noted there was an opportunity for a Call for Projects. Once projects have been identified, they can be slotted into the program for funding. Four projects were submitted – two from the City of Post Falls – Poleline Avenue/Chase Road roundabout and Chase Road BNSF crossing, City of Hayden – Ramsey Road/Wyoming Road to Lancaster Road, and a three-way partnership between the Cities of Coeur d’Alene, Dalton Gardens and Hayden – 4th Street from Dalton Road to Hanley Road. KCATT members will meet for a scoring session Tuesday, March 15th. Recommendations will be brought before the KMPO Board for adoption in April.

6. Administrative Matters

a. January and February 2016 KMPO Expenditures & Financial Report

Mr. Marc Eberlein moved to approve the expenditures for January and February 2016. Mr. Rod Twete seconded the motion, which passed unanimously.

b. KMPO – ITD Memorandum of Understanding – Final Draft

Mr. Miles explained the Memorandum of Understanding (MOU) between ITD and KMPO outlines the mutual responsibilities between the organizations. In the past, the agreement has been structured to reflect KMPO’s responsibilities. The Federal Highway Administration (FHWA) reviewed the last document and noted ITD had responsibilities that should be included. The new MOU reflects the mutual roles and responsibilities of the transportation planning process in Idaho, the collaborative and cooperative process and the financial aspect as required by FHWA. It has been signed off by the Idaho Attorney General’s office for ITD and will be signed by all 5 Idaho MPOs. Mr. Miles recommended the Board authorize signing of the MOU.

Mr. Richard Panabaker moved to authorize Mr. Miles signing of the KMPO – ITD Memorandum of Understanding (MOU). Ms. Kerri Thoreson seconded the motion, which passed unanimously.

c. KMPO 2016 TIP Amendment #2 Advance to 2016 KN 13405 U.S. 95 Benewah Co Line to Worley Resurfacing – Administrative Amendment

Mr. Miles said, under the guidelines KMPO has with ITD on amending the Transportation Improvement Program (TIP), and under Federal regulations, agencies with the availability of funds can advance projects in the first three years of the six years program, but are required to go through a process. ITD has elected to advance the resurfacing project on US 95 from the Benewah County line to Worley. The project was schedule for 2017 and is being advanced to 2016. The guidelines allow for administrative amendments in order to prevent projects from being delayed. Mr. Miles can concur with ITD that an amendment is consistent with the guidelines; the amendment must be posted on the KMPO website and brought before the Board to advise them that the amendment has taken place. Mr. Miles received the request from ITD District 1 in

February; he concurred with the request so ITD could get the project out to bid this spring. The matter was on the agenda to advise the Board that the project was advanced from 2017 to 2016.

Mr. Fenn noted the State had surplus funds and had sent out a statewide request to accelerate projects in the program. This project met the criteria so was selected to advance in the program.

Chair Mangan noted this did not require a vote. Administrative approval allows the Executive Director to make the administrative amendment as long as the stipulations are met.

In response to a question raised by Mr. Eberlein regarding businesses being impacted, Mr. Miles noted the project was strictly an overlay project and within the right-of-way.

7. Public Transportation (Informational Items Provided to KMPO)

KMPO is not the Designated Recipient of FTA Funding for the provision of transit Service in Kootenai County. These informational items are provided as a service to the public and to local jurisdictions. Questions related to service, schedules, or concerns should be directed to Kootenai County.

a. Kootenai County Urban and Specialized Transit Report

Mr. Corey Clarke reported on the fixed route operations. Cost per rider in January was \$3.64, which was average. Ridership was down a bit in February with 12,997 passengers. There were 1,424 general Paratransit trips in February at a cost of \$25.24 per rider. Kootenai Health Paratransit carried 1,923 passengers in February which is up from January. He provided an update on the Paratransit bus RFP noting they had bid on six new Paratransit buses. The contract for that purchase should be finalized next week and the buses received no later than September. Mr. Clarke said they will be purchasing six new Cutaway buses which seat 14 people and 5 wheelchairs. He noted the Paratransit service is only available to those who qualify under ADA and is expensive because it is a door to door service; their cost is fairly standard. Paratransit service is required since a fixed route service is provided. They are hoping improvements to the fixed route would allow more riders to use that service in lieu of the Paratransit service.

The second public meeting on the Service and Fare Equity Analysis will be held at the Post Falls Library on April 7th; the first public meeting was held in February and only had a few attendees. The route analysis is being finalized; results will be presented next month. Mr. Clarke stated they were working with a consultant on the route analysis; current routes are confusing and not as frequent as they could be. Surveys have been handed out to some area employees. He spent six eight-hour shifts on the bus handing surveys out to passengers. The RFP for the Intelligent Transit Systems (ITS) is expected to be out before the end of the month. Mr. Clarke will provide more detailed information on project updates next month during a presentation.

b. Rural Transit Report – Alan Eirls

Mr. Alan Eirls clarified Mr. Clarke's report noting stops had been added to the Link route in order to reduce Paratransit services at different locations; adjustments are made to the fixed route service anytime they can make service more available and reduce the cost from \$25 to \$4 a ride. Mr. Eirls noted the last two months were quiet. Annual reports have been or are being done. Ridership has been on a steady incline; the B Route was the only route that went down during February. Once the winter months pass, ridership on the C Route is expected to climb. The route changes are expected to remove the confusion that had been discussed some time ago.

8. Other Business

a. Competitive Grant Opportunities through TIGER and Freight Discretionary Program

Two announcements were recently made – the TIGER grant and Notice of Funding Opportunity through the National Freight Program. The Freight Discretionary Program is a new program through the FAST Act which allows areas to compete nationwide for competitive grants on investments that would help the movement of freight and goods through urbanized and rural areas. He met with ITD staff to look at opportunities that might be worthwhile. There is general interest in moving the Port of Entry from the existing Huetter rest area to an area east of Pleasant View Road; the new facility would be similar to the state-of-the-art facility recently done by Washington DOT. They also looked at the US 95 corridor between I-90 and Highway 53; this project was approved by local jurisdictions and the KMPO Board about five years ago and had some access management recommendations that were vetted by the public. Mr. Miles noted the corridor between I-90 and Highway 53 is expected to be added to the National Freight Network. The last project was the Pleasant View Road grade separation at BNSF; ITD has finished the final design and will be moving into the right-of-way phase. The Pleasant View Road grade separation at BNSF could be vetted through either the National Freight Program or the TIGER Grant Program.

Mr. Miles asked for the Board's perspective on whether or not they should take the time to put the grants together in collaboration with local jurisdictions and ITD. Due to the type and scale of the projects, they are not expected to be funded by local funds anytime soon. Mr. Miles said these were good projects, but expressed the importance of regional support. In response to a question from Mr. Twete, Mr. Miles said he would place the highest priority on the Port of Entry, then the Highway 95 corridor, and suggested submitting a TIGER grant for the Pleasant View Road grade separation at BNSF. He noted the first two projects were on the National Freight Network and under a different competitive program. The proposed location of the weigh station east of Pleasant View Road is already in ITD ownership.

In February, Mr. Miles attended the Coalition of America's Gateways and Trade Corridors Board meeting in Miami. He had the opportunity to meet with the Deputy Assistant Secretary for Transportation Policy who suggested he select a good concise project and one they were willing to make happen as the project would have to be completed by June 2019. Mr. Miles felt each of the projects were doable within that timeframe. The freight program grants are looking for ways to move trucks more efficiently.

Chair Mangan noted there was skepticism on whether or not the Huetter bypass would occur and said moving the Port of Entry may demonstrate that the project is moving forward.

Through annexations and developer agreements, Mr. Miles said the City of Hayden has done a remarkable job of setting aside right-of-way for the Huetter corridor. He believed it was a good time to better define right-of-way and identify manageable project segments.

Mr. Meckel agreed.

Ms. Thoreson was also in agreement with the three proposed projects.

Mr. Fenn said, although Mr. Miles had tied the relocation of the port of entry in with the future Huetter corridor and the relationship to KMPO, the current port of entry location is in conflict with the expansion of Highway 41 and the way I-90 is currently operating. There are problems with ingress traffic and trucks in the right lane near the weigh-in-motion scale between the two large interchanges. The scale will be put into operation once it has been calibrated. Mr. Fenn noted the current level of service on the interstate system was at "D" and will be approaching "E." The

current port of entry is not in the right place any longer. All things considered, including the future Huetter corridor, he felt the port of entry should be relocated.

Chair Mangan said it appears the consensus is that the Board would like to see a list of recommended projects. There were no objections.

Mr. Miles will put together a list of projects for the Board.

9. Director's Report (written report included in Board packet)

Mr. Miles noted KMPO was a member of the Coalition of America's Gateways and Trade Corridors; their focus is how to improve safety and efficient movement of freight and goods across the nation in order to improve the economy. By Congress and DOT's statements, the group was instrumental in getting the freight program into the FAST Act. At the Coalition's February Board meeting in Miami, had an opportunity to meet with senior staff of the Senate and the Environment and Public Works Committee, the House Transportation and Infrastructure Committee who were the authors of the FAST Act, as well as the Deputy Assistant Secretary of Transportation Policy for USDOT. Those attending were given a tour of the Port of Miami and the International Trade Zone at the Miami International Airport. Mr. Miles commented on the amount of commerce that moves through the small area.

When this area starts looking at economic opportunities, in particular, the Lancaster Road, Hauser Lake, and Beck Road areas where there is access to key ingredients for economic development, interstate, power, and rail, the question becomes the logistical key that makes people decide to move to a location. Mr. Miles said he believes there are entrepreneurs in this area that are looking at new and innovative ways to grow the economy, but said it was important to have the right assets in the right location. The trip to Miami was a worthwhile trip and provided an opportunity to see how people have been innovative and how they have taken the opportunity to make something happen that may not have otherwise occurred; transportation logistics is an important part of it.

As noted in the Director's Report, Ms. Gow has been working on the Highway 41 Corridor Plan Update; the update is expected to be before KCATT in March.

Mr. Hoisington reported KCATT would be scoring the urban projects next week.

The ITD payment system was shut down for approximately two months. Mr. Miles noted the importance of having the cash flow they have built up; the month-end balance was \$56,000.

Mr. Kackman noted the Board had discussed the establishment of a Regional Public Transportation Authority (RPTA) last year.

Mr. Miles confirmed a discussion regarding the creation of an RPTA within the Public Transportation Plan took place during the February 2015 Board meeting. Due to changes in the system, the matter was deferred until fall of 2015.

Mr. Kackman said he has always believed the RPTA had merit and would like to see if fully vetted by the Board to see if they would like to again explore it as an option.

Chair Mangan noted a paper on an RPTA had been done by KMPO. He would like to locate the document and find out what needs to be done to "reactivate it." Chair Mangan felt the matter was worthwhile and said it should be added to April's agenda for discussion.

Mr. Kackman agreed.

Ms. Thoreson noted she attended her first KMPO Board meeting in August of 2015 so missed previous discussions. She was inclined to support it, but was very interested in learning more about the option.

Mr. Miles confirmed this was not a taxing authority. The matter will be added to the April agenda at the Board's request. Mr. Miles suggested having Kelli Fairless, Executive Director of Valley Regional Transit, attend to discuss the process and answer any questions. Valley Regional Transit is an RPTA that services both Ada and Canyon Counties.

Mr. Mangan felt it would be advantageous for her to attend.

Mr. Miles will check Ms. Fairless's availability for the April Board meeting.

10. Board Member Comments

Mr. Fenn reported the interchange at Wolf Lodge opened for bid on Monday; it will go out for construction this summer. A project on Highway 41 north of Rathdrum to Highway 54 is also out to bid, will be done this summer and incorporates a safety improvement project. The Ironwood intersection is expected to open late summer. A rehabilitation project on I-90 from Northwest Boulevard to Sherman Avenue will go out to bid this fall.

Mr. Twete noted Lakes Highway District had several projects open for bid on Tuesday. They are crushing rock at the Garwood pit. Mr. Twete stated the District had a lot going on this year.

Ms. Thoreson noted there was construction going on at the I-90 overpass on Highway 41; pedestrian implements are being installed.

Mr. Eberlein commented that the Kootenai County Airport and City of Hayden had done a nice job of working on solutions to the Ramsey Road extension project.

11. Next Meeting – April 14, 2016

12. Adjournment

There being nothing further before the Kootenai Metropolitan Planning Organization Board, Chair Mangan adjourned the March 10, 2016 meeting without objection.

The regular meeting was adjourned at 2:21 p.m.

Recording Secretary