



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

June 9, 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 May 19, 2016 KMPO Board Meeting Minutes**
- 4. Public Comments** (limited to non-agenda items 3 minutes).
- 5. KCATT Recap & Recommendations – Kevin Howard**
 - a. 2016-2020 Transportation Improvement Program Amendment #3 – ITD Request to revise U.S.95 and Ironwood Intersection Improvement Add \$550,000 for Signal at Emma St.
- 6. Administrative Matters**
 - a. May 2016 KMPO Expenditures & Financial Report
 - b. 2016-2020 May Administrative TIP Amendments
 - c. Draft 2017 Annual Budget
- 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 or the Coeur d' Alene Tribe.

 - a. Kootenai County Urban and Specialized Transit Monthly Report – Jody Bieze
 - b. Coeur d Alene Tribe Rural Transit Report – Alan Eirls
- 8. Other Business**
 - a. Regional Public Transportation Authority (RPTA) – Update Provided
 - b. KMPO Basics 101
- 9. Director's Report** (written report included in Board packet)
- 10. Board Member Comments**
- 11. Next Meeting – July 14, 2016**
- 12. Adjournment**

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MEETING MINUTES

Kootenai Metropolitan Planning Organization
Regular Board Meeting
June 9, 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
Dick Panabaker	City of Hayden
Terry Werner	Post Falls Highway District
Rod Twete	Lakes Highway District
Marvin Fenn, Alternate	Idaho Transportation Department Dist. 1
Dan Gookin	City of Coeur d'Alene

Board Members Absent:

Marc Eberlein	Kootenai County
Kerri Thoreson	City of Post Falls
Fred Meckel	City of Rathdrum
Damon Allen	Idaho Transportation Department Dist. 1

Staff Present:

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

Attendees:

Donna Montgomery	KMPO Volunteer
Jody Bieze	Kootenai County
Alan Eirls	Citylink, Coeur d'Alene Tribe
John Kelly	KCATT Community Member - Ped/Bike
John Pankratz	East Side Highway District
Diane Fountain	Lakes Highway District
Christopher DeLorto	HDR

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. Terry Sverdsten moved to approve the agenda as presented. Mr. Dick Panabaker seconded the motion which passed unanimously.

Chair Mangan noted there were no conflicts of interest declared.

3. Approval of May 19, 2016 KMPO Board Meeting Minutes

Mr. Terry Werner moved to approve the minutes of the May 19, 2016 KMPO Board meeting. Mr. Jim Kackman/Mr. Rod Twete seconded the motion which passed unanimously. Chair Mangan concurred.

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

There were no public comments.

5. KCATT Recap & Recommendations – Kevin Howard

- a. 2016-2020 Transportation Improvement Program Amendment #3 – ITD Request to revise U.S.95 and Ironwood Intersection Improvement Add \$550,000 for Signal at Emma St.

Mr. Kevin Howard noted the Board packet included a memo providing background on the recommendation. ITD is seeking KMPO's approval to amend the 2016-2020 Transportation Improvement Program (TIP) to modify the scope of work and include an additional traffic signal at U.S. 95 and Emma Street, as well as adding \$555,000 additional funding to construct the project. KCATT recommends approval of this request.

Mr. Gookin stated he understood there was a rule prohibiting two traffic signals within half-a-mile of each other along U.S. 95 and questioned why they would place a signal at Emma Street when there is a traffic signal at Ironwood Drive, a short distance away. He noted traffic lights on U.S. 95 that were going to be moved for this reason; he was not against it, but questioned the logic.

Mr. Miles provided some background on the Kootenai Health expansion project and noted it was complete; property south of Ironwood is also continuing to develop. Kootenai Health, Parkwater Properties, ITD, and the City of Coeur d'Alene collaborated to do a transportation study. Mr. Miles stated Mr. Gookin was correct about the spacing of the signals along U.S. 95; ITD has adopted a policy of half mile spacings north of I-90 to Highway 53, but not on I-90 south. He had recently assisted ITD with submitting a FAST grant that would pay for the relocation of the lights at US 95/Canfield Road to US 95/Wilbur Road. Other improvements would include the rehabilitation of the bike path along U.S. 95; the matter is currently being reviewed by the USDOT. Mr. Fenn commented on some of the changes that would take place and said the signal at Emma would assist with pedestrian movement. Mr. Miles said this decision was based on ITD's strategic initiatives program and takes into account the area of Coeur d'Alene and Kootenai Health as a strategic investment in the build out of the medical complex; the traffic light at Emma Street is part of the strategic initiative. The amendment would add the Emma Street traffic signal to the scope as well as the additional funding.

Mr. Dick Panabaker moved to approve KCATT's recommendation. Mr. Terry Werner seconded the motion which passed unanimously. Chair Mangan concurred.

6. Administrative Matters

- a. May 2016 KMPO Expenditures & Financial Report

Mr. Miles noted the office lease was through Global Realty Advisors who had changed their name to Castle Properties, Inc. They had returned January – April lease checks and requested checks be made out to Castle Properties, Inc.; one check was issued to cover the months January – May. The packet includes only the expense report so does not reflect the voided checks.

Chair Mangan said, in May, Mr. Miles was re-elected as a Board member for the Coalition for America's Gateways and Trade Corridors (CAGTC) based out of Washington, D.C.

Mr. Terry Sverdsten moved to approve the expenditures for May 2016. Mr. Terry Werner seconded the motion which passed unanimously.

b. 2016-2020 May Administrative TIP Amendments

Mr. Miles said although administrative amendments do not require the Board's approval, the Board must be notified. ITD District 1 and Local Highway Technical Assistance Council (LHTAC) have requested administrative amendments. Spokane Street River Bridge – advance design from 2017 to 2016, City of Post Falls (KN 18716); Riverview Drive Guardrail Installation – advance design from 2017 to 2016, Post Falls Highway District (KN 19749); Name change to Local project, Grange Road Union Pacific Railroad railroad crossing, Post Falls (KN 19489); Ramsey Road Union Pacific Railroad Upgrade – Safety Local, delay from 2016 to 2017, Lakes Highway District (KN 18755); and Ramsey Road Union Pacific Railroad Upgrade – STP Rail, delay from 2016 to 2017, Lakes Highway District ((KN 18755).

Mr. Werner noted the Spokane River Bridge belonged to the Post Falls Highway District, not the City of Post Falls.

Mr. Miles noted the information came from ITD; he will pass the information on to LHTAC.

c. Draft 2017 Annual Budget

The Board packet included the draft 2017 annual budget. Mr. Miles noted the target level at 8 months was 67%; costs are on track with personnel at 64% and operations at 35%. Operation costs were down as there had been no contractual services this year; the Highway 41 Study update was done in-house working with the local jurisdictions and ITD. No budget amendment was expected this year as they are at 56% of their total budget compared to the target level of 67%. The 2017 budget proposes a 6% decrease in revenues for next year and, therefore, a 6% decrease in the expenditure budget. Mr. Miles commented on matters affecting the budget. The anticipated 2017 expenditure budget is \$415,261; this includes a 6% decrease. There will be no change to the local assessment.

Chair Mangan noted there had been a significant reduction in some of the expenses; a total of 6% reduction from the 2016 budget. He requested direction for the Board noting the matter could be approved today or placed on the agenda next month.

Mr. Dick Panabaker moved to approve the draft 2017 annual budget. Mr. Terry Sverdsten seconded the motion which passed unanimously.

7. Public Transportation (Informational Items Provided to KMPO)

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a. Kootenai County Urban and Specialized Transit Monthly Report – Jody Bieze

Ms. Jody Bieze reported the cost of the fixed route was \$3.45 per rider in April; there were 13,034 riders in April and 11,868 in May. Paratransit (MV) had a cost of \$27.51 per rider in May with 1,261 riders. Kootenai Health carried 2,164 riders in May. Meetings related to the Service and Fare Equity Analysis included four public meetings in May and a meeting with the KROC Center in June; an update to KCATT and two stakeholder meetings are scheduled for June 28th. Proposals

for the Intelligent Transit System (ITS) have been received; they are in the process of selecting a vendor. Ms. Bieze explained Paratransit cancellation policy and procedures.

b. Coeur d'Alene Tribe Rural Transit Report – Alan Eirls

Mr. Eirls stated ridership had continuously increased since January but fell in May; all but the rural route ridership dropped. A budget revision involving 5311 and 5316 money had been done. There was a mechanical issue on one of the buses; the problem has not yet been resolved. Mr. Eirls said they had received their National Transit Database (NTD) report back with requests for more information.

8. Other Business

a. Regional Public Transportation Authority (RPTA) – Update Provided

Mr. Miles noted the Board of County Commissioners held a meeting on May 24th. During a debriefing session, Commissioner Eberlein provided an outline of the KMPO Board discussion. Steve Griffith, Mayor of Hayden, attended the meeting and expressed his views. After considerable discussion, Commissioner Stewart requested the matter be placed on regular business meeting agenda. The commissioners discussed the possibility of inviting financially participating current service stakeholders to provide feedback and/or attend. Mr. Miles did not know if that meeting agenda had been set. The commissioners had sent stakeholders a questionnaire and were expecting information back.

b. KMPO Basics 101

Mr. Miles provided a PowerPoint presentation covering KMPO's roles and responsibilities. He noted statute requirements were based on two areas of the US Code, Title 23 Highways and Title 49 Section 53, Transit. The emphasis is to ensure they are working toward a safe and efficient system that moves both people and goods. KMPO was established by the Board and agreed to by Governor Kempthorne which made all of Kootenai County part of the metropolitan planning organization. Projects in the both the urban and rural areas are included in KMPO's Transportation Improvement Program (TIP) which also includes the Coeur d'Alene Tribe's Tribal Transit Program. The Metropolitan Transportation Plan (MTP) and TIP are countywide and include all modes of transportation. The Transportation Plan involving federal participation shall be published or be made readily available by the MPO for public review, approved by the MPO, and then submitted for informational purposes to the Governor and the US DOT. Mr. Miles explained the federal aid funding processes and requirements and noted the KMPO Board was an essential element in the decision making process from planning to which projects are actually funded. In response to a question from Mr. Kackman, Mr. Miles stated the Metropolitan Transportation Plan will be updated in 2017; all topics will be covered in the update.

Mr. Miles noted the Transportation Authorization Bill was approved in December. Since that time he has met with the Deputy Secretary of Transportation Policy, staff who wrote the FAST Act Bill, the head of the Planning Division of Federal Highway Administration, Federal Transit Administration Region 10's planning manager in order to fully understand and convey to the KMPO Board the changes in the Authorization Bill.

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

Mr. Miles noted the National Freight Network was under the U.S. Department of Transportation (USDOT); it is a new item under the FAST Act. The Network was designated based on Federal

Statutes and allows each state, in consultation with MPOs, to add additional mileage to the Network; the State of Idaho is allowed an additional 150 miles. Interstates in this area were included in the Network; US 95 was not included. Mr. Miles noted the Idaho Freight Advisory Committee met in late May and will likely be adding US 95 from I-90 to Highway 54, a total of 19 miles. There are designations for urban and rural miles; the urban designation is I-90 to Lancaster Road and the rural, Lancaster Road to Highway 54. Highway 54 to Highway 41 and Highway 53 from the Washington/Idaho border to US 95 are also expected to be added to the Network. Mr. Miles said they were attempting to incorporate the large percentage of timber industry trucks that use the corridor. A portion of US 95 near East Port/Kingsgate is also expected to be added to the Network.

The Interim National Multimodal Freight Network was released this week and is currently out for public comment. This Network differs from the National Freight Network in that it captures inland waterways, rail activity, and near coast sea/ocean going traffic. In our area, Union Pacific, BNSF, and the branch line from Spokane to Plummer are part of the Multimodal Freight Network. Once the designations are made, they will be eligible for the freight funding program. The National Freight Network designations are expected to be finalized by October 2016.

10. Board Member Comments

Mr. Panabaker noted the KMPO Board had voted and turned down a motion to request Kootenai County Commissioners to place a Regional Public Transportation Authority (RPTA) ballot measure on the November 2016 general election ballot last month; the ballot measure would allow citizens of Kootenai County to decide whether or not a countywide RPTA should be formed. He said the City of Hayden was not against the RPTA, he was only sent to get information on how it would be funded. Mr. Panabaker said, if the Tribe is bearing an unfair burden, the rest of them should put in a little more to resolve the problem. He noted the City of Hayden's levy rate was low; their concern is money.

Mr. Kackman said he appreciated what Mr. Panabaker was saying. While funding is a component of the RPTA issue, it is not the only component. He believed they would be looking at this again in another 1 ½ - 2 years. Mr. Kackman noted the County was working on a Service and Fare Equity Analysis and said, eventually, those results would make their way to the Tribe; he believed it may be a useful tool in funding discussions.

11. Next Meeting – July 14, 2016

12. Adjournment

There being nothing further before the Kootenai Metropolitan Planning Organization Board, Chair Mangan adjourned the June 9, 2016 meeting without objection.

The regular meeting was adjourned at 2:46 p.m.

Recording Secretary