



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
October 13, 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 – James Mangan, Chair**
- 2. Changes to the Agenda and Declarations of Conflicts of Interest**
- 3. Approval of September 8, 2016 KMPO Board Meeting Minutes**
- 4. Public Comments** (limited to non-agenda items 3 minutes).
- 5. KCATT Recap & Recommendations – Kevin Howard**
 - a. KCATT Recap for September
 - b. FY 2017-2021 Transportation Improvement Program Recommendation
- 6. Administrative Matters**
 - a. September 2016 KMPO Expenditures & Financial Report - Glenn Miles
- 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. 2017-2021 Draft Transportation Improvement Program Approval – Glenn Miles
 - b. SH-41 Corridor Plan Update - Public Comments Update – Bonnie Gow
- 9. Director's Report** (written report included in Board packet)
- 10. Board Member Comments**
- 11. Next Meeting – November 17, 2016**
- 12. Adjournment**

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MEETING MINUTES

Kootenai Metropolitan Planning Organization
Regular Board Meeting
October 13, 2016
Post Falls City Council Chambers, City Hall, First Floor
Post Falls, Idaho

Board Members in Attendance:

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|-------------------------|---|
| James Mangan, Chair | Worley Highway District |
| Jim Kackman, Vice Chair | Coeur d'Alene Tribe |
| Dick Panabaker | City of Hayden |
| Fred Meckel | City of Rathdrum |
| Terry Werner | Post Falls Highway District |
| Rod Twete | Lakes Highway District |
| Damon Allen | Idaho Transportation Department Dist. 1 |
| Dan Gookin | City of Coeur d'Alene |

Board Members Absent:

| | |
|--------------------------|----------------------------|
| Terry Sverdsten, Excused | East Side Highway District |
| Marc Eberlein, Excused | Kootenai County |
| Lynn Borders, Excused | City of Post Falls |

Staff Present:

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

Attendees:

| | |
|------------------|-------------------------------|
| Donna Montgomery | KMPO Volunteer |
| Monty Montgomery | Lakes Highway District |
| Kevin Howard | Worley Highway District |
| Alan Eirls | Citylink, Coeur d'Alene Tribe |
| Leon Duce | City of Rathdrum |
| Kimberly Hobson | Kootenai County |
| Sarah Sumner | Kootenai County |
| Jody Bieze | Kootenai County |
| Diane Fountain | Lakes 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. Terry Werner moved to approve the agenda as presented. Mr. Rod Twete seconded the motion which passed unanimously. Chair Mangan noted there were no conflicts of interest declared.

3. Approval of September 8, 2016 KMPO Board Meeting Minutes

Mr. Fred Meckel moved to approve the minutes of the September 8, 2016 KMPO Board meeting. Vice Chair Jim Kackman seconded the motion which passed unanimously.

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

There were no public comments.

5. KCATT Recap & Recommendations – Kevin Howard

a. KCATT Recap for September

Mr. Howard noted the KCATT committee had discussed the 129,000 pound load truck application on I-90 and US 95 north as they pertain to ITD District 1; application for approximately 400 trips per year had been requested. The SH-41 Corridor Master Plan Update comment period and open house for public comment were also discussed; a total of 74 people attended – 37 from the general public. A summary of the comments for review by KCATT and the KMPO Board will be prepared by KMPO staff.

b. FY 2017-2021 Transportation Improvement Program Recommendation

Mr. Howard noted KCATT continued discussions on the draft FY 2017-2021 Transportation Improvement Program (TIP); projects total \$225 million. A motion to recommend to the KMPO Board the adoption of the FY 2017-2021 TIP passed unanimously. Mr. Howard was before the Board to present the committee's recommendation; the matter is listed as Agenda item 8.a.

6. Administrative Matters

a. September 2016 KMPO Expenditures & Financial Report – Glenn Miles

Mr. Miles noted the fiscal year ended on a positive note. All but two of the KMPO Board membership dues have been paid; the outstanding dues are expected within the next 30 days.

Mr. Terry Werner moved to approve the September 2016 expenditures. Mr. Rod Twete 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. Bieze introduced Kootenai County's new Transit Program Specialist, Sara Sumner.

Ms. Hobson noted the Board had been provided two reports, the Kootenai County Transit System Title VI Service and Fare Equity Analysis Technical Memorandum and the Kootenai County Transit report. Efforts are continuing on the Workforce Transportation project. They have received permission from the County Commissioners to do preliminary research on the implementation of a fare. A rough draft of the Human Services Transportation Plan has been given to their Social Services Advisory Group for input. Through August, there has been an average of 12,800 rides per month during FY 2016; ridership on all routes was down in September. Kootenai County had their quarterly meeting with the Tribe and also met with them regarding the Sub-Recipient Agreement. Ms. Hobson noted they were working on the driver safety policy and getting ready for the Triennial review. Three of the new buses have been received; two went to Kootenai Health. The County is still in negotiations for the Intelligent Transportation System (ITS). In response to a question regarding the proposed bus routes, Ms. Hobson said they may lose 1-2 bus stops, but will be adding the Food Bank and Senior Center in Post Falls and, possibly, Panhandle Health.

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

Mr. Eirls stated ridership was down from both the previous month and last year at this time. Noting a previous discussion, Mr. Eirls explained their policy on weapons was incorporated in their Safety Security and Emergency Preparedness Plan (SSEPP) which is connected to both the Tribe's and Kootenai County's SSEPP; Bob Spaulding, who attends emergency management meetings, provides updates. Some policy changes are taking place as they have a new CEO and CFO. They are moving toward the Tribe's financial policy which mirrors a number of policies FTA requires. An RFP bid for three buses has just been completed; although they contacted nearly 20 vendors, published it in the Spokesman Review legal section, and posted it on their website, only one bid was received by the deadline. Due to the sole bid, they must await FTA's approval before moving forward. A Title VI complaint was filed last month; after investigating the matter, it was determined the individual was attempting to misuse/defraud the system and therefore, suspended from using it for 30 days. Mr. Eirls noted they were four documents short of having their site visit completed.

8. Other Business

a. 2017-2021 Draft Transportation Improvement Program Approval – Glenn Miles

The KMPO Board had previously been given a copy of the Transportation Improvement Program (TIP) document which had been out for public comment. Mr. Miles provided a copy of the updated highway tables and noted ITD had included key numbers associated with those projects. There was a 30 days public comment period; three people attended the public open house and expressed their desire to have the traffic light signal project at Highway 41 and Lancaster Road accelerated. Mr. Miles believed it was a universal theme in the Highway 41 Corridor Master Plan Update as well. During the last Board meeting, the Board also provided an opportunity for public comment on the TIP; there were no public comments given. Mr. Miles worked with Nathan Hesterman, ITD in Boise, to ensure the TIP mirrored what ITD would be taking to the ITD Board on October 20th. Mr. Miles noted KCATT had recommended the TIP for adoption. Once adopted the program will be sent to ITD to incorporate into the Statewide Transportation Improvement Program (STIP); once approved it will go to Federal Highway Administration and Federal Transit Administration for approval. The process may take through the month of December; FY2017-2021 will take effect January 1, 2017.

In response to a question from Mr. Meckel, Mr. Miles said he believed the Highway 41 project was being accelerated as it was in ITD's program. ITD had received a number of comments; comments received on the TIP and Highway 41 Corridor Study Update will be passed on to ITD. Given the amount of activity on Lancaster Road, they would like to accelerate the project. Mr. Miles said the letter of support offered by Mr. Meckel would be worthwhile, but noted it was a matter of statewide priority perspective and the ability to advance a project. The ITD Board typically visits District 1 in July; he suggested a presentation be given to the ITD Board at that time.

Mr. Allen concurred with Mr. Miles and said the ITD Board was fully aware of the schedule in the STIP. Although they will be looking at advancing the intersection project next spring, it will have to compete for funding priorities both district and statewide. Mr. Allen expects his office to be taking the matter into consideration late April. As District 1 and the ITD Board are aware of the matter, a letter from the MPO would carry a lot of weight. He requested feedback by July and perhaps a delegation meeting with the ITD Board when they are here in July.

Mr. Meckel noted he had attended the opening of the North Idaho College facility and said he and the Rathdrum City Administrator would be at the Board's disposal if any assistance was needed.

Mr. Fred Meckel moved to approve the 2017-2021 draft Transportation Improvement Program. Mr. Terry Werner seconded the motion which passed unanimously.

b. SH-41 Corridor Plan Update - Public Comments Update – Bonnie Gow

Ms. Bonnie Gow noted three open houses were held; a total of 74 people attended – 37 from the general public and the remainder were consultants, engineers, or from the jurisdictions. Of the 21 public comments received, two things stood out – the intersection at Highway 41 and Lancaster Road and no bike path on the west side of the SH 41 corridor. The Update covers the corridor from Seltice Way to Highway 53; the original Plan did not run all the way through Rathdrum. ITD is in the process of designing improvements from Mullan Avenue to Boekel Road; due to funding, Boekel Road to Highway 53 will be addressed at some point in the future. Ms. Gow has reviewed all the comments, addressed each of them and incorporated them into the final SH 41 Corridor Master Plan Update. The Update is expected to be presented to KCATT during their October 25th meeting; a recommendation may be presented to the KMPO Board the following meeting.

Mr. Miles noted the requests for a ped/bikeway overpass following the Union Pacific (UP) corridor. KCATT had discussed the ADA requirements, feasibility, and cost of such a project. At this point, KCATT would lean toward recommending a follow-up study as the rail line becomes available for conversion. Mr. Miles also noted the question regarding bus stops along Highway 41 and stated the highway was not designed, nor would be designed in the foreseeable future, for direct bus stops as ITD had intended to keep it as a higher speed facility; it is a designated commerce corridor.

Ms. Gow thanked all the jurisdictions noting they all played some part in the Update.

Chair Mangan thanked Ms. Gow for her work on the Update.

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

Mr. Miles announced Ms. Gow would be leaving KMPO at the end of the month. He said it had been a pleasure working with her; she had worked for him for ten years.

Ms. Gow thanked the Board for the opportunity to work for KMPO and thanked Mr. Miles saying he was a great Director and boss.

The North Idaho Chambers of Commerce asked KMPO to facilitate a discussion regarding freight and goods movement and its effect on the economy at the North Idaho Legislative Forum. Some of the analysis included growth projections and the affect it has on congestion. The panel, which included Jim Coleman, ITD Board, and Connie Krueger, City of Hayden, outlined current projects underway and what would need to be done between now and 2035; improvements would cost nearly \$500 million. Mr. Miles felt it was a good discussion and well received; people are often surprised at the cost of operating the transportation system.

Mr. Miles provided updates on projects in line for next year: Government Way – Hanley to Prairie Avenue is close to right-of-way certification and moving forward, the Seltice Way Congestion Mitigation project in Post Falls is moving forward and scheduled for 2018. Mr. Miles understood the Board of County Commissioners had sent a letter to the City of Hayden supporting the Ramsey Road extension around the airport; the project has a 2020 construction date. The Unified Planning Work Program was approved. The financial audit will begin late October.

Mr. Meckel noted the Bridging the Valley was no longer moving forward and questioned the alternatives to spending \$500 million and what options were considered to alleviate traffic concerns including monorail.

Mr. Miles noted the options that had been discussed, but said they were not cost effective. The \$500 million worth of projects will provide access into and through this region not only from an interstate commerce perspective, but also regional perspective. A number of investments address the continuing growth and development on the prairie. He noted the number of building permits and the necessity of finding a reliable and sustainable funding source to not only sustain, but grow the system; he expected these would be legislative fixes. In 2015, ITD informed the legislature they would need nearly \$250 million a year statewide to not only operate and maintain, but to fix the challenges the State will be facing. The legislature provided \$90 million a year and directed it to maintenance and operations. Businesses that have recently moved into the area have cited the people, cooperation/coordination with local jurisdictions, and access to the highway system as reasons for moving into the State, but some businesses have also indicated they will not be investing more into their facilities until they have a transportation system that can address their freight costs. Mr. Miles said the investments will need to occur in order to grow/sustain our economy and keep from diverting businesses away from this area. He explained the challenges in addressing the problem.

Chair Mangan noted the four highway districts would be attending a convention in Sun Valley in November. He was not aware of anything that would require a Board decision and said if it pleased the Board, the November meeting could be cancelled. There were no objections.

10. Board Member Comments

In response to a question from Mr. Panabaker, Mr. Allen said he believed a 1 cent sales tax increase would result in approximately \$6 million. Nearly \$300 million a year is spent between the six ITD Districts in federal aid on projects. The agency is \$250 million short annually just taking care of current assets; it is a balance of raising revenue to take care of current assets while expanding the system where there is growth, as in the case of Highway 41 and Lancaster Road. He commented on the North Idaho Legislative Forum and felt it was a positive discussion.

Mr. Meckel thanked Ms. Gow for her service to KMPO and said she would be missed. He noted he had attended the opening of the new North Idaho College facility on Lancaster Road and said it will impact a lot of lives; he thanked everyone involved.

Mr. Twete and Mr. Allen both thanked Ms. Gow for her work and said she would be missed.

Chair Mangan wished Ms. Gow well.

11. Next Meeting – November 17, 2016

12. Adjournment

There being nothing further before the Kootenai Metropolitan Planning Organization Board, Chair Mangan adjourned the October 13, 2016 meeting without objection.

The regular meeting was adjourned at 2:19 p.m.

Recording Secretary