

MEETING MINUTES

Kootenai Metropolitan Planning Organization
Policy Board Meeting
January 7, 2010
Post Falls City Council Chambers, City Hall, First Floor
Post Falls, Idaho

Board Members in Attendance:

Jimmie Dorsey, Chair	East Side Highway District
Clay Larkin, Vice Chair	City of Post Falls
Todd Tondee	Kootenai County
Lynn Humphreys	Post Falls Highway District
Vic Holmes	City of Rathdrum
Al Hassell	City of Coeur d'Alene
James Mangan	Worley Highway District
Marv Lekstrum	Lakes Highway District
Damon Allen	Idaho Transportation Department

Board Members Absent:

Norma Peone	Coeur d'Alene Tribe
Anson Gable	City of Hayden

Staff Present:

Glenn Miles, Executive Director
Bonnie Gow, Transportation Planner II
Donna Lively, Administrative Secretary

1. Call to Order.

The meeting of the Kootenai Metropolitan Planning Organization Policy Board was called to order by Chair, Jimmie Dorsey at 1:30 pm.

2. Approval of December Meeting Minutes.

Mr. Vic Holmes made a motion to approve the December 3, 2009 meeting minutes. Mr. James Mangan seconded the motion, which was unanimously approved.

3. Public Comments.

Mr. Bill Brannan representing Northwestern Trailways stated that they received Section 5311 Rural Bus Transportation funds to be used for a transportation services grant through the Idaho Transportation Department (ITD). He stated that the grant will have an effect on Coeur d'Alene and possibly Post Falls beginning April 1. Intercity service will commence between Coeur d'Alene, Moscow, and on to Boise, Idaho with various

stops in between. Service will also be provided between Coeur d'Alene, Spokane, and the Spokane Airport.

Mr. Brannan reported that Greyhound recently lost their ticket sales agent in Coeur d'Alene. Consequently, Greyhound and Northwestern Trailways are looking for a ticket sales agent in the Coeur d'Alene or Post Falls area.

Mr. Brannan requested that Northwest Trailways coordinate their services and partner with the North Idaho Community Express, Citylink, and Greyhound with regard to the proposed Transit Center. Mr. Brannan was asked to share his contact information with the Board, which included his phone number, (509) 838-4029, toll free: (800) 366-6975, and email address: bill.brannan@northwesternrailways.com.

4. KCATT Recommendations.

a. KMPO 2007 & 2030 VISUM Travel Demand Model Release

KCATT Chair, Mr. Kevin Jump, reported that KCATT met on December 15, 2009 and discussed the release of the KMPO 2007 and 2030 VISUM Travel Demand Models. Over the past year, KMPO staff has been working with the jurisdictions to update the KMPO land use, the 2015 and 2030 project lists, and the Federal Functional Classifications (FFC). The models being released reflect requested changes received from the jurisdictions. KMPO staff and KCATT recommend KMPO Board approval of the final KMPO travel demand models.

Mr. Clay Larkin made a motion to accept the KCATT recommendation to adopt the KMPO 2007 & 2030 VISUM Travel Demand Model as presented. Mr. Vic Holmes seconded the motion, which was unanimously carried.

Mr. Glenn Miles stated that the models are not static and that as developments occur and building permits are issued the model will be updated. A request for 2009 building permit data has gone out to the jurisdictions and the City of Hayden Lake has already submitted their response. Future model updates are anticipated after the 2010 census. KMPO staff will log any further future refinements as requested by the jurisdictions and incorporate them into the model prior to its next release.

Mr. Miles noted that the City of Hayden's Hayden Canyon development data will be incorporated into the model soon; he assured the Board that the model will be updated annually and that the Board will be kept apprised of the updates. He added that with the decennial census occurring this year, he anticipates updated population and housing data to be received by April or May of 2011.

5. Administrative Matters – Glenn Miles

a. KMPO General November 2009 Expenses & Financial Report

Mr. Miles noted that the expense report included travel, the legal notice for the Non-Motorized Plan, and the KMPO toll free number. Mr. Miles reviewed the financial recap reflecting the budget in comparison to years to date. He noted that Secretary La Hood's office sent a positive comment regarding the KMPO blog, stating that the Kootenai County area is one of the most informed in terms of national transportation issues and employs current media methods to keep the public informed.

Last month, the Board approved Mr. Miles' involvement in the Governor's Transportation Task Force meetings in Boise and requested that an estimate of expenses to attend these meetings be provided to the Board. Mr. Miles stated that the approximate cost to attend a meeting is \$460.00; less \$65.00 if an overnight stay is not required.

Mr. Todd Tondee made a motion to approve the KMPO Vouchers payment for November 2009 in the amount of \$28,122.39. The motion was seconded by Mr. Lynn Humphreys and unanimously approved.

b. Riverstone Transit Center Update – John Austin

Mr. John Austin reported that the Transit Center is on hold until funding for acquiring the site can be identified. ITD is close to completing the appraisal once the environmental process is complete; it has been approved by Federal Transit Administration (FTA) and is now with the State Historical Preservation Office.

Mr. Austin was asked to brief the Board on what transpired with regard to the stimulus funds allocated for the Transit Center. Mr. Austin reported that a meeting with the County Commissioners, FTA, ITD, and members of the KMPO Board Transit Center subcommittee was held to discuss Transit Center funding in light of time constraints. FTA recommended applying the \$720,200 in ARRA funds towards another transportation need. It was decided that the funds be applied towards expanding the fleet of transit vehicles for Citylink, demand response, and paratransit. These vehicles will be owned by the County rather than the transit providers.

c. FY 2009-2013 Statewide TIP Amendment – Kootenai County

Mr. Miles reported that as noted by Mr. Austin, Kootenai County will be unable to obligate ARRA funding for the proposed transit center as originally proposed and after considerable discussion with Kootenai County's transit contractors, FTA and ITD, it was determined there was sufficient justification for existing bus and van replacements to utilize the allocated ARRA funds that were available to Kootenai County. This amendment would incorporate the changes and allow obligation of the funds prior to the March cutoff date.

The KMPO Board was asked to authorize the processing of an administrative amendment to re-scope the proposed use of ARRA funding from Transit Center Construction to bus and van procurements as outlined in the request submitted by

Kootenai County. The administrative amendment is authorized subject to no adverse comments being received during the public comment period. Should adverse comments be received, the amendment would be brought back to the KMPO Board for consideration at the regularly scheduled KMPO Board meeting in February.

Mr. Vic Holmes made a motion authorizing the Executive Director to process an administrative amendment to the FY 2009-2013 Statewide TIP to re-scope the proposed use of ARRA funding from Transit Center Construction to bus and van procurements subject to no adverse comments. Mr. James Mangan seconded the motion, which was unanimously carried.

6. Public Transportation

a. Citylink Status Report – Alan Eirls

Mr. Alan Eirls reported that student ridership in December was up while senior ridership was unchanged. He anticipates that a bid will be released in late January by ITD for additional buses. They are considering adding a 44 passenger transit style bus on the C route, although the turning radius is a factor. Overall, December was a good month in terms of ridership.

Mr. Eirls was asked how a 44 passenger bus would be acquired. He responded that the cost of a 44 passenger bus is approximately \$140,000 and that they are considering modifying their funding request, or the routes themselves. If an adjustment is not made, an additional bus on the C route will be needed to meet ridership demands. Mr. Austin added that they are waiting to see if the grant will accommodate the larger bus given the savings they have seen on the shorter buses.

Mr. Eirls was asked what the delivery schedule was for the buses. He responded that typically it takes at least 6 months from order to delivery. Mr. Austin stated that the grant can be amended to include the larger bus. Mr. Miles added that the TIP project description becomes transit and support vehicles and that the amendment is purposely vague for future refinement needs.

c. KATS Status Report – Helen Stephens

Mr. Joe Crowe noted that Ms. Helen Stevens could not attend today's meeting. He stated that there was nothing new to report other than what is contained in the status report. He added that KATS is grateful for the additional funding for vehicle replacement.

d. Financial Report – John Austin

Mr. John Austin reported that since the County will retain ownership of the new transit vehicles, new agreements were prepared for the transit providers to account for the fact

that they will no longer be receiving capital lease funds, but will be allowed to utilize the vehicles on behalf of the County.

PAC is working on the 2010/2011 grant year and with the change in the capital lease funds, FTA funds can now be leveraged for operations and preventative maintenance. Mr. Miles asked whether the information to be provided next month will be for information purposes vs. requiring Board action. Mr. Austin concurred stating that Board action will be solicited at the March KMPO Board meeting for grant submittal by the April deadline. He commented on the efficient and fast growing nature of the transit operation and added that the 14 new buses will last approximately two years before wearing out. Mr. Miles asked whether it would be possible to set up a capital depreciation account with the County by which vehicle consumption can be charged to in order to recoup operating costs for replacement vehicles. Mr. Austin responded that this was an excellent suggestion and that he would work at coordinating such an account with the appropriate parties.

f. Regional Public Transportation Authority (RPTA) Discussion

Mr. Miles stated that it was requested that the order of the RPTA presentations be changed. He reminded the Board of earlier discussions regarding the creation of a Regional Public Transportation Authority and stated that at the Board's request, Ms. Kelli Fairless, Executive Director of Valley Regional Transit, and Ms. Heather Wheeler, Director for the Community Transportation Association of Idaho (CTAI), were invited to enlighten the Board on RPTAs.

Ms. Kelli Fairless introduced herself and stated that she is the first permanent Executive Director for Valley Regional Transit since 2000. She has been involved with public transportation in the Boise, Idaho area since 1994 and was the Manager of Operations for Boise Urban Stages. Ms. Fairless provided a PowerPoint presentation entitled, "Regional Public Transportation Authorities, The Treasure Valley Experience." Her presentation included a brief overview of the history of their RPTA and their efforts to regionalize transit.

Ms. Fairless provided a handout on Idaho Code Title 40, Chapter 21 on the Regional Transportation Authority Act and reviewed its provisions. Ms. Fairless outlined Valley Regional Transit's guiding principals, and funding sources. She then outlined what was needed to build the vision of an RPTA and shared the lessons that they learned in establishing theirs. Ms. Fairless concluded her presentation by describing their organization as it exists today and provided her contact information to the Board.

Ms. Fairless was asked what their monthly ridership was. She responded that their monthly ridership fluctuates, but that their annual ridership was 1.3 million riders last year.

Ms. Heather Wheeler introduced herself and provided a PowerPoint presentation entitled, "Community Transportation Association of Idaho: Supporting, Coordinating and

Promoting Mobility in Idaho.” CTAI is open to any organization or individual with a desire to improve mobility for Idaho citizens. The association is a private, non-profit organization that operates under the direction of a volunteer Board of Directors.

Ms. Wheeler outlined the vision and mission of CTAI and the services they provide to support their members. The association offers three primary services designed to support its members: Statewide Coordination, Training and Education, and Legislative Advocacy.

Under statewide coordination, CTAI is implementing District Mobility Managers, e.g., Clif Warren in District 1, working to coordinate and collaborate with various partnerships to increase transportation options throughout the state. CTAI is also hosting a technical workshop in April 2010. Metropolitan Planning Organizations (MPO), Public Transportation Advisory Council (PTAC), and members of the Interworking Group for Public Transportation (IWG) are invited to attend to determine policies and processes for planning and developing local transportation plans throughout the state.

For training and education, CTAI is taking over the administration of the Rural Transportation Assistance Program (RTAP). A stakeholder survey will be sent out next week asking for input in developing this program. CTAI is also planning, coordinating, and facilitating the Annual Mobility Conference, which will be held in September 2010.

As legislative advocates, CTAI facilitates Idaho Transit Coalition’s application to the Idaho delegation for Section 5309 (earmark) appropriations and educates local and state elected officials on Idaho’s mobility needs and strategies.

CTAI provides two member support programs: communications and an information clearinghouse. Ms. Wheeler stated that local stakeholders have termed the mobility movement in Idaho as “I-way.” An “I-way” website will soon be launched to provide tools and resources for both stakeholders and the general public.

Mr. Damon Allen asked who would make the financial priorities and funding decisions with an RPTA in place. Ms. Wheeler responded stating that an RPTA’s needs and strategies must be identified in the local plan when applying for FTA funds through the ITD application process. Ms. Fairless added that under the 5307 program, the prioritization and decisions would still go through the MPO process; however, the RPTA is able to examine the priorities of each region as a whole.

Mr. Larkin asked Ms. Wheeler what the current annual budget for the association was. Ms. Wheeler stated that prior to the end of the year the budget was set at \$580,000.00. However, ITD’s Public Transportation Division has identified additional projects for the RPTA which will probably increase the budget to \$1.1 million. Mr. Larkin asked whether the association is legislatively funded. Ms. Wheeler stated that membership dues cover legislative advocacy, while administrative fees are derived from the Idaho Transit Coalition. Mr. Larkin asked what it would cost the KMPO to join CTAI. Ms. Wheeler responded that she believed the MPO membership fee is \$125. She added that CTAI is

in the process of changing their by-laws due to the changes in their vision and that the membership is voting on the revised by-laws next week. If approved, the organization will consider revising their membership structure.

Mr. Miles asked for clarification on the distinction between urban transit planning/programming and Idaho's Mobility and Access Pathway (IMAP) program with regard to ITD's intercity rural transportation funding. Ms. Wheeler deferred the response to Ms. Fairless who stated that their RPTA is the designated recipient for all of the urban funds. They participate in the local mobility network not only due to rural services, but for target populations, such as elderly, disabled, and those with low income. Fixed routes and the paratransit system, which are funded under Section 5307, are not included in the competitive application process.

Mr. Miles asked how much state funds support public transportation in Idaho. Ms. Wheeler stated that there are no state general funds supporting public transportation in Idaho. Mr. Miles noted that only federal funds are used to promote the public transportation effort in Idaho and establish this overall program. Title 49 is the FTA Code for transportation planning within metropolitan areas. Mr. Miles noted that since KMPO is a County-wide MPO and not limited to an urbanized area, the question becomes how a Title 49 federal requirement in the MPO planning process gets integrated within an ITD-created mobility network process. He asked whether CTAI has addressed this issue to ensure that there is not a duplication of effort with regard to what MPOs are doing under federal statute and what ITD is doing as part of the rural program. Ms. Wheeler responded that they have not established anything yet, but that they hope to address this issue at their April workshop.

Mr. Todd Tondee asked what the advantage or purpose was in having a transportation authority. Ms. Wheeler responded that every state has a transportation association that has a broadened scope to address various mobility options. Mr. Miles added that CTAI has been the logistic wings of local transit providers. They are able to package an earmark request to congress by looking at the needs throughout the state. ITD contracts with CTAI to put together the mobility process and assist them with the prioritization and selection of mobility projects for Section 5311 and/or 5310 funding.

Mr. Jimmie Dorsey recommended that the Board convene a subcommittee to further research a RPTA and provide their findings to the Board in March. Mr. Larkin stated that he is interested in learning more about a RPTA and that it is the way of the future.

Mr. Clay Larkin made a motion authorizing the Board to convene a subcommittee of volunteers to further research a RPTA and report their findings to the Board in March. Mr. James Mangan seconded the motion, which was unanimously carried.

Mr. Clay Larkin, Mr. Marv Lekstrum, and Mr. Jimmie Dorsey volunteered to staff the subcommittee.

7. Director's Report – Glenn Miles

Mr. Glenn Miles reported that Federal Highways concurs with the KMPO model that is being used for the Greensferry Interchange/Post Falls Access Project. Also, the draft Interchange Justification Report for Beck Road has been sent to Federal Highways and is pending review.

A request has been received from the Lakes Highway District to review the Hayden Canyon Project that will be forwarded to KCATT later this month as an informational item.

ITD inquired about a request to transfer \$700,000 of 5307 funds to the rural program. Mr. Miles responded stating that until the proposed transit center can be funded within an urbanized area, KMPO is reluctant to support the transfer of urban funds to the rural program.

Mr. Glenn Miles stated that he has been asked to testify to the Joint House and Transportation Committee on January 28th on how KMPO and other MPOs in the state prioritize and select transportation projects.

Mr. Miles commended County Commissioner Todd Tondee and fellow Commissioners, Mr. Austin, and Mr. Dorsey for their efforts in working with FTA and ITD on the reallocation of the ARRA funds.

8. Other Business

a. DEQ Update – Mark Boyle

Mr. Mark Boyle provided a handout and reported that the Environmental Protection Agency (EPA) made an announcement today regarding their proposal for the new ozone standard. The proposed 0.060 to 0.070 parts per billion (ppb) range is out for public comment with an anticipated codification date of August 2010.

Mr. Boyle reviewed the handout, entitled Forecast Target Design Value for 2010 vs. 0.070 National Ambient Air Quality Standards (NAAQS), which utilized 2008/2009 data to depict where Kootenai County would fall relative to the proposed lowered standard of 0.070. A graph identified the trigger level that would implement Idaho Code § 39-116B, the inspection and maintenance (INM) program, in the Kootenai County area.

Mr. Boyle outlined the strategy that would be used to address the new standard if codified, which included monitoring ozone through 2010 and notifying EPA of the ozone values in the Kootenai County area compared to the federal standard by March 2011. An "airshed" would then need to be delineated as well as an inventory of emissions, both arduous tasks that would tax DEQ resources and delay compliance to 2013.

The handout also depicted those areas within the U.S. that would violate the new standard. Mr. Boyle noted that out of 700 monitoring sites throughout the U.S., 650 would violate the standard.

9. Board Member Items

Mr. Clay Larkin introduced Councilwoman Linda Wilhelm as his alternate for the KMPO Board. He noted that Ms. Wilhelm will be attending most of the Board meetings and has been a member of the Public Transportation Roundtable.

10. Adjournment.

There being no further business before the Kootenai Metropolitan Planning Organization Policy Board, the regular meeting was adjourned at 3:00 pm.

Donna Lively
Recording Secretary