



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

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

**KMPO Board Meeting**  
**January 11, 2018 1:30 pm**  
Post Falls City Council Chambers, Post Falls City Hall, 1<sup>st</sup> 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 December 14, 2017 KMPO Board Meeting Minutes**
- 4. Public Comments** (limited to non-agenda items 3 minutes)
- 5. KCATT Recap & Recommendations – Eric Shanley**
  - a. Recap of Activities – December 2017
- 6. Administrative Matters**
  - a. December 2017 KMPO Expenditures & Financial Report – Glenn Miles
  - b. FY 2017 Financial Audit Report Acceptance – Glenn Miles
  - c. KCATT Non-voting Position(s) Update
- 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 – Kimberly Hobson
  - b. Coeur d Alene Tribe Rural Transit Report – Alan Eirls
- 8. Other Business**
  - a. Highway Performance Measures for Safety and Non-Motorized
- 9. Director's Report** (written report included in Board packet)
- 10. Board Member Comments**
- 11. Next Meeting – February 8, 2018**
- 12. Adjournment**

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KOOTENAI METROPOLITAN PLANNING ORGANIZATION  
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1-208-930-4164 website: www.kmpo.net

## MEETING MINUTES

Kootenai Metropolitan Planning Organization  
Regular Board Meeting  
January 11, 2018  
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
John Austin	East Side Highway District
Bob Bingham	Kootenai County
Lynn Borders	City of Post Falls
Darrel Rickard, Alternate	City of Rathdrum
Rod Twete	Lakes Highway District
Marvin Fenn, Alternate	Idaho Transportation Department Dist. 1

### Board Members Absent:

Dick Panabaker	City of Hayden
Vic Holmes	City of Rathdrum
Terry Werner	Post Falls Highway District
Damon Allen	Idaho Transportation Department Dist. 1
Dan Gookin	City of Coeur d'Alene

### Staff Present:

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

### Attendees:

Kimberly Hobson	Kootenai County (employee)
Donna Montgomery	KMPO Volunteer
Monty Montgomery	Lakes Highway District
Jody Bieze	Kootenai County (employee)
Daniel Carmichael	Kootenai County (employee)
John Pankratz	East Side Highway District
Alan Eirls	Citylink, Coeur d'Alene Tribe
Diane Fountain	Lakes Highway District
Alan Soderling	City of Hayden
Eric Shanley	Lakes Highway District

### **1. Call to Order – Jim Mangan, Chair**

The regular meeting of the Kootenai Metropolitan Planning Organization Policy Board was called to order by Chair Jim Mangan at 1:30 p.m. Chair Mangan welcomed new Board member Mr. Bob Bingham, Kootenai County, who is replacing Mr. Marc Eberlein.

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

**Vice Chair Jim Kackman moved to approve the agenda as presented. Mr. Lynn Borders seconded the motion which passed unanimously.** No declarations of conflict were declared.

### **3. Approval of December 14, 2017 KMPO Board Meeting Minutes**

**Mr. Lynn Borders moved to approve the minutes of the December 14, 2017 KMPO Board meeting as presented. Mr. Darrell Rickard 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 – Eric Shanley**

#### **a. Recap of Activities – December 2017**

KCATT Chair Eric Shanley, Lakes Highway District, noted that discussion on the non-voting KCATT member positions continued; the recommendations will be brought before the KMPO Board next month. KCATT further discussed the traffic management center and is unanimously in favor of KMPO moving forward with the study.

### **6. Administrative Matters**

#### **a. December 2017 KMPO Expenditures & Financial Report – Glenn Miles**

**Mr. Lynn Borders moved to approve the expense report for December 2017. Mr. John Austin seconded the motion which passed unanimously.**

#### **b. FY 2017 Financial Audit Report Acceptance – Glenn Miles**

Last month, the Board received a copy of the KMPO FY 2017 audit report by Magnuson, McHugh & Co.; there were no findings or recommendations. The report has been published with the Legislative Services Office. Mr. Miles answered a question concerning pension liability and said he had spoken with Magnuson, McHugh about accrual of paid time off; suggestions on keeping those liabilities at a cap level may be brought before the Board.

**Mr. John Austin moved for the approval of the 2017 audit as presented. Mr. Lynn Borders seconded to motion which passed unanimously.**

#### **c. KCATT Non-voting Position(s) Update**

KMPO has received five applications for the open non-voting KCATT positions. Interest is in the trucking, bike/ped, rail, and aviation positions; one application did not indicate an area of interest. KCATT will review the applications and bring forward a recommendation in February.

### **7. Public Transportation (Informational Items Provided to KMPO)**

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

The Board was provided a copy of the Kootenai County transit report which covered ridership through December 2017. Ms. Jody Bieze noted ridership and accomplishments in fiscal year 2017; a year-end report will be provided in March.

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

Mr. Alan Eirls reported December as a quiet month. He noted mechanical issues on one bus, a deer strike which resulted in no damage to the vehicle, sanding/snow removal issues, and year-end vehicle licensing. The ITD quarterly and annual reports and the National Transit Database (NTD) annual reports are due the end of January. Mr. Eirls noted they were in the process of writing RFPs for five bus acquisitions.

## **8. Other Business**

### **a. Highway Performance Measure for Safety and Non-Motorized**

Mr. Miles noted the rules for the Federal Highway Administration's (FHWA) Highway Performance Measures had been established. The first to take effect will be Safety Performance Measures which includes non-motorized; he noted an issue with current reporting requirements for non-motorized (bike/ped) accidents. Under the regulations, MPOs have the flexibility to adopt the State rates/targets or establish their own. If an MPO adopts the State rates/targets, reporting requirements are minimal. Mr. Miles explained the requirements and challenges of an MPO adopting their own rates/targets. Some MPOs in Idaho have adopted the State's targets where they believe they have the ability to effect the most change. There are a total of five Performance Measures. Pavement and Bridge Condition Performance Measures will be addressed next. Mr. Miles explained these Measures not only include the State system, but local systems so wanted to ensure KCATT weighed in on the discussion. Future Performance Measures were noted. KCATT will be looking at the Performance Measure rate/target options in January.

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

Mr. Miles noted ITD would be holding a public hearing on the Highway 41 – Prairie Avenue to Boekel Avenue project on January 25<sup>th</sup>.

On January 19<sup>th</sup>, the federal government will attempt to pass a fiscal year budget. Mr. Miles noted the City of Post Falls had the Seltice Congestion Mitigation project scheduled this year; however, due to the way the current continuing resolution rolled out the funds, there are not sufficient funds for the City to obligate the project. Although there have been discussions of an omnibus bill, another short term resolution is expected. Mr. Miles said they would like to get the project obligated as soon as possible and out for bid in a favorable bidding climate.

Mr. Miles reported work on the Regional Non-Motorized Transportation Plan continued. Ms. Marienau noted a stakeholder meeting will be held in the next few weeks; public outreach is expected in the February/March timeframe.

## **10. Board Member Comments**

Mr. Fenn noted a public hearing on the US-95 N Corridor Access Improvements Project will be held January 31, 2018. ITD District 1 is working on handing over ownership of Coeur d'Alene Lake Drive to two local jurisdictions.

Mr. Twete noted the District was dealing with a lot of snow.

Vice Chair Kackman congratulated KMPO staff for a clean audit.

Mr. Austin noted East Side Highway District was one of the jurisdictions involved in taking over Coeur D'Alene Lake Drive from ITD. They are nearing completion of the process. He thanked the City of Coeur d'Alene, ITD, and his staff for their work on the project. Mr. Austin echoed Vice Chair Kackman's comment on the clean audit.

## **11. Next Meeting – February 8, 2018**

## **12. Adjournment**

There being nothing further before the Kootenai Metropolitan Planning Organization Board, Chair Mangan adjourned the January 11, 2018 meeting without objection.

The regular meeting was adjourned at 1:59 p.m.

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Recording Secretary