



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 14, 2018 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 10, 2018 KMPO Board Meeting Minutes**
- 4. Public Comments** (limited to non-agenda items 3 minutes)
- 5. KCATT Recap & Recommendations – Eric Shanley**
 - a. Recap of Activities – May 2018
 - b. 2018-2022 KMPO Transportation Improvement Program Amendments - Recommendation
 1. Kootenai County Transit Request to Modify Existing Section 5310 Grant
 2. Kootenai County Transit Application for Purchase of Service Section 5310 Grant
- 6. Administrative Matters**
 - a. May 2018 KMPO Expenditures & Financial Report – Glenn Miles
 - b. FY 2019 KMPO Draft Budget – 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 presentations and 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. SH-41 – Mullan Avenue to Prairie Avenue Project Update – Heather Carroll HDR
 - b. Draft Regional Non-Motorized Transportation Plan Update Review – Ali Marienau
 - c. Request to Submit two USDOT “BUILD” (formerly TIGER) grants – Glenn Miles
 - i. Pleasant View & Ramsey Road Application
 - ii. ITD Huetter Port of Entry Relocation
- 9. Director's Report** (written report included in Board packet)
- 10. Board Member Comments**
- 11. Next Meeting – July 12, 2018**
- 12. Adjournment**

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MEETING MINUTES

Kootenai Metropolitan Planning Organization
Regular Board Meeting
June 14, 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
Rod Twete	Lakes Highway District
Damon Allen	Idaho Transportation Department, Dist. 1
Dan Gookin	City of Coeur d'Alene

Board Members Absent:

Lynn Borders	City of Post Falls
Dick Panabaker	City of Hayden
Vic Holmes	City of Rathdrum
Terry Werner	Post Falls Highway District

Staff Present:

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

Attendees:

Eric Shanley	Lakes Highway District
Monty Montgomery	Lakes Highway District
Donna Montgomery	KMPO Volunteer
Jody Bieze	Kootenai County (employee)
Amber Conklin	Kootenai County Transit
John Pankratz	East Side Highway District
Alan Eirls	Citylink, Coeur d'Alene Tribe
Kelly Brownsberger	Post Falls Highway District
Heather Carrol	HDR
Lee Bernardi	Idaho Transportation Department, Dist. 1
John Vaudreuil	Idaho Transportation Department, Dist. 1

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.; he noted there was a quorum.

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

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

3. Approval of May 10, 2018 KMPO Board Meeting Minutes

Approved under Agenda item 5.b.2.

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

Mr. John Pankratz, East Side Highway District, thanked the KMPO Board for their hard work.

5. KCATT Recap & Recommendations – Eric Shanley

a. Recap of Activities – April 2018

KCATT Chair, Eric Shanley, Lakes Highway District, thanked the Board for their service. The recap for April 2018 consisted of agenda items 5.b. 1 and 2. The Board packet included a summary of the recommendations.

b. 2018-2022 KMPO Transportation Improvement Program Amendments – Recommendation

1. Kootenai County Transit Request to Modify Existing Section 5310 Grant

Mr. Shanley stated KCATT recommended the KMPO Board approve an amendment to Kootenai County's existing Section 5310 grant which would allow for the purchase of four (4) Paratransit vehicles. Based on the current rate of expenditures, the County does not expect to use the balance of the funds prior to their expiration on September 30, 2018.

Ms. Jody Bieze confirmed the grant funds would end September 30, 2018 and the County's request to use the balance of the funds to purchase needed vehicles for Paratransit. The vehicles will serve as a replacement for the County and an addition for Kootenai Health.

Mr. John Austin made a motion to accept the request to modify the existing Section 5310 grant for the purchase of Paratransit vehicles. Mr. Bob Bingham seconded the motion which passed unanimously.

2. Kootenai County Transit Application for Purchase of Service Section 5310 Grant

Mr. Shanley stated KCATT recommended the KMPO Board approve Kootenai County's application for FY 2019-2020 Section 5310 grant. The grant is to be used for purchase of Paratransit service for seniors and individuals with disabilities.

Mr. John Austin made a motion to approve the application for 5310 grant for Paratransit Services for fiscal year 2019 and 2020. Vice Chair Jim Kackman seconded the motion which passed unanimously.

Mr. Austin noted Agenda item 3 had been overlooked. **Mr. John Austin made a motion to approve the May 10, 2018 minutes. Mr. Rod Twete seconded the motion which passed unanimously.**

6. Administrative Matters

a. May 2018 KMPO Expenditures & Financial Report – Glenn Miles

Mr. Jim Kackman moved to approve the expenses for May 2018. Mr. Rod Twete seconded the motion. Mr. Gookin questioned the negative numbers represented on the expense report. Mr. Miles explained the format was not intended to represent negative numbers, but to show a breakdown of the particular expenses. **The motion passed unanimously.**

b. FY 2019 KMPO Draft Budget – Glenn Miles

Mr. Miles noted the packet included the 2018 budget update and the first draft of the 2019 budget. The 2019 draft budget will be back before the KMPO Board in July for discussion and/or approval. Mr. Miles noted the office space lease was extended five years. A discussion on increasing the local assessment is expected this fall.

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 provided the Board her report. Fixed route ridership had increased 69% since September 2017. Paratransit ridership had a slight increase in May. The schedule for the Riverstone Transit Center has been updated. She explained the administrative and operative differences between the Ring-a-Ride and Paratransit programs. Ms. Bieze introduced Amber Conklin who will be primarily responsible for their Paratransit program.

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

Mr. Alan Eirls reported overall ridership was down. There was a minor accident last month; the vehicle sustained no damaged. Next week, they expect to post an RFP for the purchase of six buses and hope to award/order most of the buses within thirty days of the posting. Mr. Eirls noted they were down five drivers; wages have been increased in an effort to fill the positions.

8. Other Business

a. SH-41 – Mullan Avenue to Prairie Avenue Project Update – Heather Carroll HDR

Lee Bernardi, ITD, project manager for the Highway 41 project from Mullan Avenue to Prairie Avenue, noted ITD had retained HDR Engineering for the project design. He introduced Heather Carroll of HDR Engineering. Ms. Carroll noted John Vaudreuil, ITD, project manager for the SH-41 project from Prairie Avenue to Boekel Road was also present. She provided the SH-41 Mullan Avenue to Prairie Avenue PowerPoint presentation. Project improvements include widening the roadway, installing four new traffic signals, improving the signal at Mullan Avenue, storm water facilities, access control, and adding a bike/ped path on the east side of SH-41. She reviewed the details of the proposed design and noted the goal of the project was to improve safety and mobility of the corridor from Post Falls to Rathdrum. The SH-41 Corridor Master Plan was the basis for the project design. Both projects are planned for construction in 2020 and expected to take two years. Ms. Carroll covered the concepts and alternatives that were evaluated; Alternative 5 was selected as the preferred alternative. A public open house was held in May of 2017 and a hearing in November of 2017. Details on the SH-41 projects can be found on the ITD website. Mr. Vaudreuil noted ITD had received a freight grant to build an overpass on SH-41 at the Union Pacific railroad mainline.

Mr. Miles noted the Highway 41 Corridor Master Plan was approved by the KMPO Board.

b. Draft Regional Non-Motorized Transportation Plan Update Review – Ali Marienau

Ali Marienau provided a PowerPoint presentation on the 2018 Regional Non-Motorized Transportation Plan. She gave an overview of the plan which included the background, purpose, goals/objectives, process, and planning and policy recommendations. The Plan is currently out for public review. Comments received will be addressed and included in the final draft which will be before KCATT this month and before the KMPO Board for review and adoption in July.

c. Request to Submit two USDOT “BUILD” (formerly TIGER) grants – Glenn Miles

Mr. Miles noted the next round of BUILD (formerly TIGER) grant applications were due in July. He discussed the following grant application options with ITD District 1:

i. Pleasant View & Ramsey Road Application

The application for the projects at Pleasant View & Ramsey Road would be done under one application. Mr. Miles explained the Pleasant View project was at 60-70% design completion.

The Post Falls Highway District has put up approximately \$2 million in local match; the project is tentatively slated for 2023 construction. Lakes Highway District has done a considerable amount of work on the Ramsey Road BNSF overpass project. Although they have put together a substantial amount of the grant funding, they are approximately \$1.5 million short. The intent is to include both grade separation projects into one application. If awarded, this will provide two grade separations and four grade crossing closures.

ii. ITD Huetter Port of Entry Relocation

Mr. Miles said the intent was to move the I-90 Huetter Port of Entry toward McGuire Road. He stated there were a number of reasons to move the Port of Entry from its current location.

This round of BUILD is \$1.5 billion; rural and small urban areas are being stressed. Mr. Miles noted ITD had requested assistance from COMPASS and KMPO in putting their grant applications together; the applications would be submitted through ITD's Grant Management Program. As this will require staff time and effort, Mr. Miles requested the Board's action to authorize the work with ITD in putting the two grant applications together.

Mr. Rod Twete moved to approve submission of the Pleasant View and Ramsey Road and an ITD Huetter Port of Entry Relocation applications. Mr. John Austin seconded the motion which passed unanimously.

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

Mr. Miles noted the KMPO website is being updated.

10. Board Member Comments

No Board member comments were provided.

11. Next Meeting – July 12, 2018

12. Adjournment

There being nothing further before the Kootenai Metropolitan Planning Organization Board, Chair Mangan adjourned the June 14, 2018 meeting without objection.

The regular meeting was adjourned at 2:32 p.m.

Recording Secretary