



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  
June 13, 2024 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 – Graham Christensen, Chair**
- 2. Changes to the Agenda and Declarations of Conflicts of Interest – Action Item**
- 3. Approval of May 9, 2024, Meeting Minutes – Action Item**
- 4. Public Comments** (limited to 3 minutes per person)
- 5. KCATT Recap & Recommendations – Michael Lenz**
  - a. Recap of Activities – May 21, 2024 meeting
  - b. 2020 Rathdrum Urban Area Boundary Adjustment – **Action Item**
- 6. Administrative Matters**
  - a. May 2024 KMPO Expenditures and Financial Recap – **Action Item**
  - b. KMPO Draft FY 2025 Annual Budget and FY 2024 Status Update - **Action Item**
  - c. KMPO 2024-2030 Transportation Improvement Program (TIP) Amendment Requests: **Notification**
    1. #10 -KMPO request to amend current project KN 24398 Prairie Trail Underpass
    2. #11 -LHTAC request to amend current project KN 22875 & KN23285 Delaying activities to FY '25
    3. #12-ITD request to delay KN 24305 and KN 24306 funding for FY 2024 to FY 2025
    4. #13- ITD request to add KN 23614 I-90 Storm Water Drainage Alteration to the FY '24 & FY '25 program years
    5. #14- ITD request to include KN 20098 SH-41 Prairie Avenue to Boekel Rd to the FY 2024-2030 Transportation Improvement Program for program year 2024.
- 7. Other Business**
  - a. KMPO/ITD Draft Memorandum of Understanding (MOU) See attached Cover Memo and MOU
  - b. KMPO 2025-2031 Draft Program of Projects for the Transportation Improvement Program
- 8. Public Transportation (Informational Items Provided to KMPO) - Informational**

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  - a. Kootenai County Transit Report – Kootenai County Public Transportation – Chad Ingle
  - b. Coeur d'Alene Tribe Rural Transit Report – Alan Eirls
- 9. Director's Report** (written report included in Board packet)
- 10. Board Member Comments**
- 11. Next Meeting – July 11th, 2024**
- 12. Adjournment**

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## **MEETING MINUTES**

Kootenai Metropolitan Planning Organization  
Regular Board Meeting  
June 13, 2024  
Post Falls City Council Chambers, Post Falls City Hall, 1<sup>st</sup> Floor  
408 N. Spokane Street, Post Falls, Idaho

### **Board Members in Attendance:**

Bruce Mattare, Vice Chairman	Kootenai County
Thomas Shafer	City of Hayden
Phil Cooper	Worley Highway District
John Hodgkins	City of Rathdrum
Angela Sieverding	East Side Highway District
Steve Adams	Lakes Highway District
Damon Allen	Idaho Transportation Department, District 1
Dan Gookins	City of Coeur d'Alene
Jim Kackman	Coeur d'Alene Tribe

### **Board Members Absent:**

Jeff Tyler	Post Falls Highway District
Randy Westlund	City of Post Falls
Graham Christensen	East Side Highway District

### **Staff Present:**

Ali Marienau	Transportation Planner
Kate Williams	Administrator

### **Attendees:**

Chad Ingle	Citylink - Kootenai County
Rob Palus	City of Post Falls
Michael Lenz	Post Falls Highway District
Terry Wener	LHTAC

#### **1. Call to Order – Bruce Mattare, Vice-Chair**

The regular meeting of the Kootenai Metropolitan Planning Organization Policy Board was called to order by Vice Chairman Bruce Mattare at 1:30 p.m.

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

No conflicts of interest were declared. Mr. Mattare called to approve the agenda as is, which passed unanimously.

#### **3. Approval of May 21st, 2024, Meeting Minutes – Action Item**

Mr. Mattare called for a motion to approve the May 2024 meeting minutes.

**Ms. Angela Sieverding motioned to approve the minutes as presented. Mr. 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 – Michael Lenz, Chairman**

**a. Recap of Activities from May 21st, 2024 meeting**

Mr. Michael Lenz gave a summary of the business discussed at the May KCATT meeting. He stated that at the meeting ITD announced that the Pleasant View / SH 53 Interchange project went out to bid. Lakes Highway District, reported they were focused on completing and opening their new operations center in Garwood. Kootenai County reported on trying to get a meeting together with the highway districts to discuss a county road standard. The city of Rathdrum reported that the SH 53 widening project is moving forward and that Mill Street is closed, temporarily. Worley Highway District reported the Rockford Bay Road project pre-construction meeting is scheduled and work is being done on an easement for the project. Eastside Highway district reported on road stabilization happening on several roads that will cause road closures over the next month or so. Post Falls Highway District reported on the work taking place on the Spokane Street bridge, narrowing it down to one lane, with temporary lights on either end of the bridge.

**b. 2020 Rathdrum Urban Area Boundary Adjustment – Action Item**

**Mr. Lenz report that the Rathdrum Urban Area Boundary Adjustment was supported unanimously by KCATT and recommended for the KMPO board to adopt.** Ms. Ali Marienau gave a brief report on the recommendation; the boundary adjustment was outlined in a map print out that was included in the meeting packet. In August 2023, the board adopted the adjusted urban area boundary for the Coeur d’Alene, Post Falls and Hayden urbanized area. She explained that the Census-designated areas do not take into account some factors like growth that has happened since the Census, city boundaries and other aspects that are involved in the planning and transportation improvements process. Rathdrum is eligible to be designated as a small urban area since the population is greater than 5,000. Ms. Marienau stated that she had worked with the City of Rathdrum to draft an adjusted urban boundary for future planning and funding purposes. The entire city limits of Rathdrum will be included in the new updated boundary. The boundary also includes local traffic generators, such as KTEC and Interstate Concrete, and expands the boundary to incorporate all of Greensferry Road and an uninterrupted section of Wyoming Avenue for the federal funding process. FHWA recommends that boundaries incorporate sections of roadways as a whole to minimize needing to switch between funding processes mid-project. Ms. Marienau stated she reported this information to KCATT, whom, in turn, voted unanimously to support a recommendation for the board to adopt this new boundary for the city of Rathdrum.

**Mr. John Hodgkins made the motion to adopt; Mr. Tom Shafer seconded the motion, which passed unanimously.**

**6. Administrative Matters**

**a. May 2024 KMPO Expenditures and Financial Recap – Action Item**

Ms. Marienau reported that KMPO is in good financial standing and that the report in the packet included all standard monthly expenditures.

**Mr. Jim Kackman made the motion to approve the May 2024 expenditures; Ms. Angela Sieverding seconded the motion, which passed unanimously.**

**b. KMPO Draft FY 2025 Annual Budget and FY 2024 Status Update - Action Item**

**Mr. Dan Gookin motioned to table this item until next month; Mr. Phil Cooper 2nd, all voted in favor to table discussion until the July 2024 KMPO Board meeting.**

**c. KMPO 2024-2030 Transportation Improvement Program (TIP) Amendment Requests: Notification**

**1. #10 -KMPO request to amend current project KN 24398 Prairie Trail Underpass**

The Kootenai Metropolitan Planning Organization (KMPO) is requesting modification to the approved 2024-2030 Transportation Improvement Program (TIP). The amendment includes KN 24398 Prairie Trail Underpass of Prairie Avenue (NHS7045) by moving the currently approved PL, PE, and PC funds, in the amount of \$250,000, to companion project KN 23028 to cover the negotiated costs for design. There are no changes in the current design, concept, scope, or budget to the original project.

**2. #11 -LHTAC request to amend current project KN 22875 & KN 23285 Delaying activities to FY 25**

The Local Highway Technical Assistance Council (LHTAC) is requesting modification to the approved 2024-2030 Transportation Improvement Program (TIP). This amendment includes moving KN 22875 Lancaster & Huetter Road Roundabout construction to FY 2025 and KN 23285 S Greensferry Guard Rail Project, delaying the right of way phase to FY 2025. There are no known changes in the current design, concept, scope, or budget to the original project.

**3. #12-ITD request to delay KN 24305 and KN 24306 funding for FY 24 to FY 25**

The Idaho Transportation Department (ITD) is requesting modification to the approved 2024-2030 Transportation Improvement Program (TIP). This amendment includes delaying FY 2024 funding for KN 24305 I-90 Widening (Huetter Bridge) construction to FY 2025 and delaying FY 2024 funding for KN 24306 I-90 Widening (Atlas Rd Bridge, Prairie Trail Bridge) to FY 2025. There are no known changes in the current design, concept, scope, or budget to the original project.

**4. #13- ITD request to add KN 23614 I-90 Storm Water Drainage Alteration to the FY 24 & FY 25**

The Idaho Transportation Department (ITD) is requesting modification to the approved 2024-2030 Transportation Improvement Program (TIP). This amendment restores previously included KN 23614 (FY 2022) to the TIP in FY 2024 and FY 2025 for funding to reroute I-90 storm drainage in the vicinity of Lakeshore Drive. There are no known changes in the current design, concept, scope, or budget to the original project. State funding comes from reallocation of funds KN 23613 located outside the KMPO area.

**5. #14- ITD request to include KN 20098 SH-41 Prairie Avenue to Boekel Rd to the FY 2024-2030**

The Idaho Transportation Department (ITD) is requesting modification to the approved 2024-2030 Transportation Improvement Program (TIP). This amendment restores previously included KN 20098 (TIP 2019-2022) to the TIP in FY 2024 funding for signal and intersection upgrades. There are no known changes in the current design, concept, scope, or budget to the original project. NHS funding comes from the Statewide balance.

**7. Other Business**

**a. KMPO/ITD Draft Memorandum of Understanding (MOU) See attached Cover Memo and MOU**

The MOU will be present before the board for adoption at the July KMPO Board meeting. If board members have questions, they need to get them to Mr. Miles prior to July 1st. Mr. Gookin would like to know if there is a plan to meet with ITD annually as is outlined in the MOU' Ms. Marienau stated she would bring this question to Mr. Miles before the next meeting in order to provide an answer.

**b. KMPO 2025-2031 Draft Program of Projects for the Transportation Improvement Program**

This item will come back before the board for adoption: the draft will be presented in August and then for a vote in September. The overall purpose of this document is to give an overview of the projects that are included in the KMPO planning area. Ms. Marienau reported a brief overview of a few of the projects in question. The SH 53/Pleasant View Rd. interchange has been put out to bid, and was awarded a railroad crossing competitive grant that will allow for construction to start in 2025 instead of 2027.

The Lancaster and Huetter Road roundabout project had an amendment but should go under construction next year, as well. The Prairie Trail underpass received funding and is programmed to be constructed next year. The underpass project is taking into consideration the Prairie Ave. widening that will come in a couple years. Atlas Road (Seltice way to Hanley Avenue) was added to the program this year; it is currently in preliminary engineering. Once the project's concept report is completed, they will be able to move into a construction year. The projects in the TIP represent a total of \$426 million in improvements that are programmed to occur over the next seven years. It was noted by Ms. Angela Sieverding that she had a discussion with Mr. Miles about a bridge project not being included in the TIP. It was concluded that some bridge projects that were funded with discretionary funds from the state and went through LHTAC, but not through ITD, were not included in the TIP. Mr. Miles is following up with this question to get more information.

**8. Public Transportation (Informational Items Provided to KMPO)**

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**a. Kootenai County Transit Report – Kootenai County Public Transportation Staff**

Mr. Chad Ingle, Kootenai County Public Transportation, reported that they had a 6% decrease over this year last month, and 2% increase for the fiscal year overall so far. The paratransit services saw a 17% decrease for the month and a 15% decrease for the fiscal year so far. They were able to donate a bus to veteran services. He reported that they had received notification from ITD of being approved for an award to replace three paratransit buses by 2027. He also reported they had received the final report from FTA, with one minor deficiency that was found in one area that was not compliance related; they have until September 30<sup>th</sup> to remedy the issue. The Strategic Service Plan, phase two, has started. This phase will include a bus stop improvement plan that will define fixed bus stop improvements, implement a cohesive capital plan for those improvements, and hold meetings with/survey all the jurisdictions and the public to gather as much information from everybody on those stops impacted. Mr. Ingle also reported on the agency's Human Services Transportation Plan, which needs to be updated this year. The plan identifies the transportation needs of individuals with disabilities, older adults and people with low income. The plan assists with improving access, efficiency, and effectiveness of the community transportation system.

**b. Coeur d'Alene Tribe Rural Transit Report**

Mr. Ingle also reported on behalf of Mr. Alan Eirls and the Coeur d'Alene Tribe. Mr. Eirls sent no update for this month's meeting.

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

Ms. Marienau reported on behalf of Mr. Miles. KMPO is continuing to work on the Metropolitan Transportation Plan update. KMPO has received raw data from INRIX and that is being processed.. Ms. Kate Williams, KMPO, will be taking a GIS training in July to assist with KMPO's mapping efforts. Mr. Miles attended the Coalition for America's Gateways and Trade Corridors meeting in Washington DC last month, where he was able to meet with different senior members of the USDOT, as well as House and Senate staff to discuss transportation grant programs, delivery of grant awards, etc. He will be on the Transportation Reauthorization Bill working group. This next year, Mr. Miles be working with individuals across the nation to develop suggestions on ways to improve and enhance existing programs. That reauthorization will happen in 2025 or 2026, after this next election.

**10. Board Member Comments**

Mr. Damon Allen, ITD, encouraged the board to review the MOU in their packet and commented that he feels the draft is the best version and ready for comments and adoption. He then encouraged KMPO and KCATT to attend the annual ITD board workshop on July 23<sup>rd</sup>. He commended everyone involved in the SH-53/Pleasant View Rd. interchange project and the Bridging the Valley initiative, that identified the need for at grade rail crossings. Using that study, ITD was able to get a federal rail grant to fund the majority of the project. He made an open invitation for anyone in District 1 with traffic comments to reach out to their office directly, via phone or email.

**11. Next Meeting – June 13th, 2024**

**Mr. Mattare motioned to adjourn the regular meeting of the Kootenai Metropolitan Planning Organization Policy Board on June 13th, 2024. With no objections, the meeting was adjourned at 2:03 p.m.**

*Signature on File*

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Recording Secretary