

**MEETING MINUTES**

Kootenai Metropolitan Planning Organization  
Policy Board Meeting  
Thursday, June 5, 2003  
Idaho Transportation Department District 1 Headquarters  
Coeur d'Alene, Idaho

**Board Members in Attendance:**

Dave Atwood	Lakes Highway District
Dick Edinger	East Side Highway District
Joe Hassell	City of Rathdrum
Gus Johnson	Kootenai County Commissioner
Clay Larkin	City of Post Falls
Dixie Reid, Chair	City of Coeur d'Alene
Tom St. John, Vice-Chair	Worley Highway District
Scott Stokes	ITD District 1 Engineer
Bob Wilbur (Alternate)	Post Falls Highway District
Chris Beck (Alternate)	City of Hayden

**Board Members Absent:**

Anson Gable	City of Hayden
Lynn Humphreys	Post Falls Highway District

**Guests Present:**

Bill Melvin, City of Post Falls  
Robert Lloyd, Jr., City of Rathdrum  
Lila Erickson, City of Hayden  
Ron Koontz, City of Dalton Gardens

**Staff Present:**

Glenn Miles, Transportation Manager  
Judy Hazard, Administrative Assistant

**1. Call to Order**

The meeting of the Kootenai Metropolitan Planning Organization Policy Board was called to order by Chair, Dixie Reid, at 1:00 pm.

**2. Approval of May Meeting Minutes.**

**Gus Johnson made a motion to approve the May 1, 2003 meeting minutes. Dick Edinger seconded the motion, which was unanimously approved.**

**3. Administrative Matters.**

**a. Establishment of IRS FEIN Number for KMPO**

Before an MPO can submit billings to the State of Idaho for reimbursement, a federal employer identification number (FEIN) must be on file. ITD has provided us with the paperwork to obtain an FEIN and it is in the process of being completed. The City of Coeur d'Alene will be the banker for the funds, so reimbursement from the State of Idaho will be deposited in the City of Coeur d'Alene's account. SRTC will prepare a voucher list for expenses by month, which will come before this Board for approval and then submitted to the City of Coeur d'Alene for payment. Money is in the work program for the City of Coeur d'Alene to do the financial management aspect.

**Tom St. John made a motion that the KMPO Board obtain a federal employee identification number in order for the City of Coeur d'Alene to be the banker for the funds received from Idaho Transportation Department for the KMPO. Clay Larkin seconded the motion, which was unanimously approved.**

**b. Employee Recruitment Activities**

Glenn Miles reported that several employment opportunities have been advertised for SRTC to work with KMPO activities. Approximately 12 applications have been received. The majority of interviews will take place next week. Quite a number of qualified people have applied and a few live in Kootenai County.

**c. Unified Planning Work Program (UPWP) Amendment #1 Status**

The KMPO Board approved UPWP Amendment #1 at last month's meeting. ITD sent a request to Federal Highway Administration (FHWA) for approval of the amendment. A letter has been received from FHWA indicating approval of the amendment on behalf of FHWA and Federal Transit Administration. This creates the Huetter Road study and incorporates the various planning funds requested by Kootenai County for the planner position.

**d. Kootenai County Air Quality Advisory Committee Request**

A request has been received from the Kootenai County Air Quality Advisory Committee asking that the Board consider them as an advisory committee to the KMPO Board. Discussion took place and it was agreed that a member of that committee sit on the Kootenai County Area Transportation Team (KCATT) which is a technical advisory committee to the Board.

**Scott Stokes made a motion that the Kootenai County Air Quality Advisory Committee send a representative regularly to the KCATT meetings. Dick Edinger seconded the motion, which was unanimously approved.**

**4. KCATT Recommendations.**

**a. 2004-2006 FTA Section 5307 Draft TIP Submittal**

The board members received a draft copy of a Statewide Transportation Improvement Program (STIP) proposal for Section 5307 funds, which is funding through the Federal Transit Administration (FTA). Panhandle Area Council working with their cooperative partners on the public transportation program has submitted this on behalf of Kootenai County. There is no current plan for public transportation in this area. They are required to put together for FTA a multi-year program of how they think the Section 5307 funds will be expended in Kootenai County over the 2004-2008 time frame. This draft has been to the KCATT committee and they have recommended to the Board that it be approved for submittal into the draft STIP. It will then go out for public comment period as a part of the overall STIP.

Dixie Reid made a request that as the Board is ultimately responsible for public transportation in Kootenai County, she would like to see it as a regular agenda item and receive regular updates on the status of public transportation at all future KMPO Board meetings.

**Tom St. John made a motion to approve the FTA Section 5307 TIP submittal. Gus Johnson seconded the motion, which was unanimously approved.**

**b. Urban Balancing Projects**

Glenn Miles reported that the ITD Board met and discussed the dilemma in the urban program with COMPASS becoming a TMA. The ITD Board said to hold their current board policy about the urban program in abeyance. ITD staff went to ITD Board in May and asked them to consider four options.

One of the options was to create a program where the TMA was moved out of the urban program and given their own program area in coordination with District 3 in Boise. Between ITD and COMPAS they would be able to put together a program of projects that amounted to \$4.4 million a year. The urban program would remain at the \$10 million level. The \$4.4 million taken out of the program would be covered by ITD. The ITD Board passed a motion that allowed the Board policy to be waived on the distribution of those funds for one year and allow a program to be developed for 2004 for 2008, moving COMPAS out of the urban program and working with ITD to come up with \$4.4 million in accumulated projects in District 3.

Glenn Miles and Carole Richardson went to the Urban Balancing Committee meeting and asked local jurisdictions to put together some lower cost projects that might be acceptable to insert if this option should move forward. A draft of the list put together by the jurisdictions was distributed to the KMPO Board members. This shows the anticipated funds to be received and the projects hoped to be undertaken in the upcoming several years. Several projects from this area have been included (Mullan Road [2] and Huetter Road Corridor Study).

Glenn Miles made these three points:

- The ITD Board has not made this a permanent decision. How the actual programs are created or rearranged will be determined after the TEA-21 reauthorization is completed in 2004.
- Both big and small projects need to be ready to go ahead of time for such time as funding becomes available.
- When a jurisdiction says a project can be delivered, it is critical that project be delivered.

At this time Coeur d'Alene's Government Way project needs to be delivered. Also, if a jurisdiction has money available to do a concept report the quicker it is done the quicker it can get into the program which opens up preliminary development to get other projects into preliminary engineering.

## **5. Idaho Urban Committee.**

### **a. MOU Position**

KMPO is going to be asked to sign a Memorandum of Understanding in late fall. The Board agreed that they are willing to enter to that agreement.

## **6. Public Transportation Report.**

Contributions from the cities have been coming in. Everything is moving forward.

## **7. Board Member Items.**

Dixie Reid has been invited to attend the Kootenai Perspectives meeting on June 17<sup>th</sup> to explain what KMPO is and how it functions.

Once the KMPO minutes have been approved by the Board, they will be posted on the KMPO website (which is under construction at this time).

Scott Stokes said ITD will be working on the next phase of Highway 95 south (Fighting Creek south) to start in 2004 (Setter's Project). They intend to start building next summer. It is not known at this time how much of this project ITD will be able to build. ITD is addressing endangered species issues on this project. He also gave an update on the Garwood to Sandpoint project. He indicated that to get this project to where it needs to go will require involvement of local entities. The Board asked Scott to bring these items to the Board on a regular basis to keep them informed of what assistance is needed and when. The Transportation Board will be touring this area July 17-19. On the 17<sup>th</sup>

they will tour from Plummer to St. Mary's and end up in the Wallace area. The regular business meeting will be the 18<sup>th</sup> at District 1 headquarters.

Glenn Miles reported that a contract has been signed with HDR Engineering for the Bridging the Valley project. They have been given a notice to proceed and have met already with Rathdrum. They are on an 18 month time frame to get through 30% design and environmental and are currently scheduled to be done with this phase November 23, 2004.

Dixie Reid has received several phone calls from the public regarding the status and future of Highway 95 and the Huetter Bypass. Mr. Stokes indicated that alternatives have been identified with advantages and disadvantages. ITD does not have any money programmed so the next step has not been decided at this time. Discussion will take place at the next Board meeting regarding these issues.

### **8. Public Comments.**

Matt Kervaser attended a meeting for the formation of a Pedestrian/Bicycle committee for the City of Coeur d'Alene. They were interested in becoming some type of an advisory committee to the Board or the KCATT. Ms. Reid indicated that at this time their committee is charged by the City of Coeur d'Alene and not the entire Kootenai County. Mr. Miles stated that in the new work planning year funding is available to do a Transportation Plan update. There will be several elements to the Plan and one of them will be a non-motorized element. At a future Board meeting a strategic advisory committee could be created as a means of gaining public involvement and input.

### **9. Adjournment.**

There being no further business before the Kootenai Metropolitan Planning Organization Policy Board, the meeting was adjourned at 2:15 pm.

---

JUDY HAZARD  
Recording Secretary