

MEETING MINUTES

Kootenai Metropolitan Planning Organization
Policy Board Meeting
March 6, 2008
Idaho Transportation Department District 1 Headquarters
Coeur d'Alene, Idaho

Board Members in Attendance:

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

Board Members Absent:

Norma Peone	Coeur d'Alene Tribe
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Staff Present:

Carole Richardson, Transp. Planning Engineer
Jennifer Wash, Administrative Assistant

1. Call to Order.

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

2. Approval of February Meeting Minutes.

Mr. James Mangan made a motion to approve the February 7, 2008 meeting minutes. Mr. Vic Holmes seconded the motion, which was unanimously approved.

3. Public Comments –

Ms. Kathryn Kinchel thanked Mr. Alan Eirls and the Board for the changes that were made to the route based on last month's acknowledgment to Foster Street.

4. Administrative Matters – Carole Richardson

Vouchers 4a – 4c

Mr. Clay Larkin made a motion to approve the payments:

- a) KMPO Vouchers for January 2008 in the amount of \$22,047.39.**
- b) KCATT Transportation Plan – Key 9025 – December 2007 and January 2008 in the amount of \$4,184.18.**
- c) SH 97 Study – Key 9770 – December 2007 and January 2008 in the amount of \$9,604.09.**

The motion was seconded by Mr. Marv Lekstrum and unanimously approved.

a) Status Report on Citylink Service

Mr. Alan Eirls, Citylink Transportation Manager, passed out the monthly Citylink report to the Board and gave an update of ridership for the month of February. The Worley area was shut down due to the snow, but the ridership was good considering the weather. There were some route changes in Coeur d'Alene including Foster Street and a Media Blitz alert was put into process for the changed routes.

Mr. Al Hassell asked if the route signs could be placed on corners instead of in the middle of the block for next year. Mr. Eirls explained that it was suggested by the county to have the stops placed in the middle of the block to avoid blocking the intersection when the buses make their stops.

Mr. Clay Larkin mentioned his meeting with Spokane Transit Association (STA) concerning the Park and Ride hub at Cabelas. They will meet again in June or July to discuss further details for Citylink to tie in the two areas of Post Falls and Liberty Lake.

b) Status Report on KATS Service

Ms. Helen Stephens, Manager, handed out the Kats-link report and gave an update of ridership in their area. They were shut down for two days this month, except for emergency services, due to the snow. She also mentioned that an ad went out in the Rathdrum STAR to advertise KATS Services in that area.

6. Director's Report

Ms. Carole Richardson stated that there is a new non-profit organization that is promoting light-rail in eastern Spokane County and northern Idaho. She mentioned this group is well funded and organized and she suggests the Board and KMPO keep an eye on it. If anyone is interested their website is www.inlandrail.org.

Ms. Richardson reported that the County's Comprehensive Plan is still out for review and KMPO has returned staff comments, which have been provided to the Board in their packets.

KMPO is beginning an update of the Metropolitan Transportation Plan. Ms. Richardson stated a draft of the first chapter, which outlines KMPO's policies and major policy issues, will go to KCATT for review this month. Board members expressed an interest in reviewing draft chapters of the MTP along with KCATT. Chairman Humphreys directed staff to provide each chapter of the MTP to Board members when they are circulated to KCATT for review.

The SRTC Board recently had a Board retreat, which was well received. Ms. Richardson explained that there had been some turnover on the SRTC Board and there are many complexities and responsibilities of Board members in running an MPO. SRTC used the retreat as a way to get everyone up to speed on their roles and responsibilities, and learn more about the staff, training and tools used in planning. Director Miles asked Ms. Richardson to suggest the KMPO Board consider a similar retreat.

The new KMPO Blog, who Staci Lehman, Public Education/Information Coordinator, put together is out on the Internet. It is a place to clarify information that gets out there about projects and transportation issues. Ms. Richardson stated they have had more than 200 hits on the site so far. There have not been a lot of comments, but a lot of people are reading the material placed on the blog.

7. KCATT Recommendations – None at this time

8. Other Business

a) US95 Access Study – Consultant Selection Process

Mr. Marv Lekstrum reported a Request For Proposals was advertised and KMPO has received four proposals, which the US95 Access Study Steering Committee will be reviewing. Ms. Richardson asked the Board to have KMPO staff select, negotiate, and execute a contract with the Steering Committee. It was decided by the Board that after the proposals have been reviewed and ranked a recommendation will come back to the Board in April for their approval.

b) Public Transportation Roundtable

Ms. Richardson reported that she counted 14 agencies currently involved in Public Transportation in Kootenai County. She stated that she attended a meeting sponsored by the Idaho Transportation Department Public Transportation Division recently and at that meeting Kootenai County public transportation was discussed. Public Transportation in Kootenai County has come a long way in a short time. Participants at the ITD meeting felt that coordination could continue to improve if a forum was

established for this purpose. Staff suggested that the Board set a roundtable four times a year where transit providers and people who have a financial interest in the development in the transit program could meet, coordinate schedules, talk about improving customer service, look for creative ways to find match for Federal funds, and such. The roundtable group could serve as an advisory panel to the Board. Ms. Richardson mentioned that in the Board packets there is a proposed Charter for such an advisory panel.

The Board consensus was to proceed with forming the Public Transportation Roundtable.

c) TIP Amendment – 2008 Public Transportation Costs – John Austin

Mr. John Austin presented an Amendment to the Transportation Improvement Plan (TIP) that allows the Panhandle Area Council (PAC) to access funds prior to the fiscal year and keep the buses running and providing service in Kootenai County.

Mr. Rick Currie made a motion to approve the TIP Amendment – 2008 Public Transportation Costs. The motion was seconded by Mr. James Mangan and unanimously approved.

9. Board Member Items

Mr. Mangan mentioned he read about the comment period on the County Comprehensive Plan will be extended for a 90-day period. He asked if this comment period gets extended will this impact the decision on settling on the impact fees?

Mr. Rick Currie said that the County is considering extending the Comp Plan comment period, although a decision has not been made on the length of the extension. The impact fee process would not be affected by this comment period since it can be handled independently with a separate decision.

Chairman Humphreys addressed questions on the Impact Fee schedule.

10. Adjournment.

There being no further business before the Kootenai Metropolitan Planning Organization Policy Board, the meeting was adjourned at 2:00 pm.

Jennifer Wash
Recording Secretary