

MEETING MINUTES

Kootenai Metropolitan Planning Organization
Policy Board Meeting
November 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
Jimmie Dorsey	East Side Highway District
Marv Lekstrum	Lakes Highway District
Damon Allen	Idaho Transportation Department
James Mangan	Worley Highway District
Vic Holmes	City of Rathdrum
Rick Currie	Kootenai County
Anson Gable	City of Hayden
Al Hassell	City of Coeur d'Alene

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 October Meeting Minutes.

Mr. James Mangan made a motion to approve the October 2, 2008 meeting minutes. Mr. Jimmie Dorsey seconded the motion, which was unanimously approved.

3. Public Comments – There were no comments given.

4. Administrative Matters – Carole Richardson

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Ms. Andrea Storjohann made a motion to approve the payments:

- a) KMPO Vouchers for September 2008 in the amount of \$43,469.00.**
- b) KCATT Transportation Plan Update – Key 9025 for May-September 2008 in the amount of \$1,482.16.**
- c) Huetter Corridor Study – Key 9170 for July-September 2008 in the amount of \$6,552.05**
- d) SH97 Study – Key 9770 for July-September 2008 in the amount of \$22,700.44.**

The motion was seconded by Mr. Vic Holmes and unanimously approved.

5. Public Transportation

a) Roundtable Report – Laurie Hassell and John Austin

Ms. Laurie Hassell, a citizen at large for the Roundtable, updated the Board on the October Public Transportation Roundtable meeting. She mentioned that one of the items for discussion was the formation of a Regional Transportation Authority. Mr. Lee Staker from Targhee Regional Transportation Authority in Idaho Falls spoke to the members and explained the process involved in forming an RPTA. Ms. Hassell stated that KMPO Staff is going to create a white paper on this examining RPTA structure and funding in more detail which will be provided to the Roundtable in January. Also on the agenda for discussion was the Roundtable coordination with the Idaho Mobility Access Plan (IMAP). It was decided when IMAP is established the KMPO Staff and the Roundtable will coordinate with them. The invited representatives are Carole Richardson, KMPO; Bob Spaulding, CdA Tribe; Toby Ruhs, KMC; Don Davis, ITD; John Austin, PAC and Pearl Bouchard, Area of Aging. She also reported that an owner of a landscape company approached the Roundtable about providing benches at all 88 bus stops within Citylink's routes in exchange the person would put advertising on these benches. It was noted by council members Al Hassell and Linda Wilhelm that advertising on benches was against City sign ordinance. From the discussion a sub-committee, which will be Chaired by Craig Wilcox, a representative of Post Falls Chamber, was formed to examine incentives to encourage business owners and other agencies to contribute funds to purchase materials for the benches with the hope that Boy Scouts would do the building.

- i. Deviated Fixed Route Recommendation**
- ii. Advertising Policy Recommendation**

Mr. John Austin asked for a recommendation for a deviated fixed route system. Federal rules require that a complimentary paratransit service be provided for the Citylink system within a ½ mile of a bus route. Right now KATS and KMC go beyond that during regular hours, but Citylink runs a lot later so the need is to coordinate service between the hours of 7:00 am and 2:00 am. The recommendation is that Citylink would

change to deviated fixed route with KATS and NICE helping with dispatch weekends and weekdays as needed.

The second recommendation is for outside advertising on Citylink buses which was researched previously and found there would not be any net gain. The Roundtable has asked to recommend not having advertising on the outside of buses.

Mr. Al Hassell made a motion to except the recommendations for the deviated fixed route with Citylink as well as the recommendation for the policy to not allow outside advertising on buses. Mr. Marv Lekstrum seconded the motion which was unanimously approved.

Mr. John Austin publicly thanked KMPO Staff for setting up the Roundtable and providing a great forum to discuss public transportation issues.

b) Status Report on Citylink Service

Mr. Alan Eirls gave an update on Citylink for the month of October. Ridership is still up except for one run due in part to the Casino and changes with schedules. He reported that he submitted application for the Ridership Award with the Feds, but in the process of submitting the reward Citylink ran into a problem with our numbers not matching with National Transportation Database because Citylink only reports in the rural area. A waiver letter was written to address this situation.

A meeting has been set up for November 12, 2008 at 10:30 am with Riverstone to discuss Citylink and the park and ride service at the Riverstone location.

c) Status Report on KATS Service

Mr. Joe Crowe handed out the KATS-Link report, and updated the Board for the month. He mentioned that Rathdrum boarders are up and other than that they are gearing up for winter.

d) Financial Report – John Austin

Mr. John Austin stated there was not much to report except they are beginning to put the budget together and will be bringing the budget numbers back to the Board at the January meeting.

6. Director's Report – Carole Richardson

Ms. Carole Richardson announced that the UPWP has been approved by the Federal Highways Administration as well as the Federal Functional Class Maps update. KMPO staff is still waiting for the Transportation Improvement Program (TIP) approval.

She also announced that SRTC has hired a transit expert. Mr. Ryan Stewart came to SRTC from Spokane Transit Authority and very well versed in transportation issues. He will be available to KMPO to help with KMPO projects. Ms. Richardson stated Mr. Stewart would be here today, but he is representing KMPO at a meeting talking about public transportation for seniors and disabled people in Kootenai County.

Ms. Richardson spoke about the long range planning update. Section 2, which is the existing conditions chapter, is almost ready to be posted to the KMPO website for public review.

Ms. Richardson reported this month Mr. Miles will be going to the Urban Balancing meeting on November 19th. She stated that he plans to negotiate for funding as many of the current project requests as possible and may also begin the process for moving the Lancaster Interchange money to the other projects.

Beginning this month KMPO Staff will be meeting individually with the various land use agencies to talk about how to expect future growth to be distributed around the County to help update the Future Conditions Chapter of the MTP.

The draft report from the consultants on the US97 Study is being reviewed by KMPO Staff now and will be out for public review by the end of the month before it is finalized.

On the Highway 97 Corridor Study, KMPO staff has received a request for additional money from the consultant and it is in review and hope to have a recommendation to the KMPO Board next month. The Huetter and Highway 97 Studies both there is a contract time issue. Both contracts have expired and, again, KMPO staff is working with the consultants to see if the time extension is justified.

Ms. Richardson finalized the director's report by reporting that the US95 Access Study is nearing completion and the consultant is assembling a draft report that the Steering Committee will look at later this month. KMPO Staff hopes to have the report and final recommendations to the KMPO Board in December and those recommendations will need to go to the Idaho Transportation Board in January. There is a bit more community outreach which Ms. Richardson will be setting up soon.

8. Other Business

a) US95 Access Study Contract Amendment

Ms. Carole Richardson presented an amendment to extend the time allotment of the initial contract with David Evans and Associates for the US95 Access Study. The contract would be extended to December 31, 2008.

Mr. Marv Lekstrum made a motion to approve the US95 Access Study Contract Amendment with David Evans and Associates. Mr. James Mangan seconded the motion which was unanimously approved.

b) Transit Center Location Study RFP

Ms. Carole Richardson stated a Transit Center Location Study has been included in the work plan and KMPO staff would like to solicit a consultant assistance to work on this study. KMPO would like to send out a Request for Proposals for a Transit Center Location Study and seek the approval of the Board for this.

Mr. Clay Larkin made a motion to proceed with the Request for Proposals for a Transit Center Location Study. Mr. Vic Holmes seconded the motion which was unanimously approved.

9. Board Member Items

Mr. James Mangan reported that presented before the Board is a project overview of the existing Elder Road project and WHD is seeking LHRIP Funding of \$100,000 to help offset rising costs of construction. He asked the Board for a support letter to assist the district toward a successful application for a funding adjustment.

Mr. James Mangan made a motion to approve the application for the Elder Road project for additional funding. Mr. Jimmie Dorsey seconded the motion which was unanimously approved.

Mr. Vic Holmes announced the City of Rathdrum has hired their first City Engineer who will represent Rathdrum at the KCATT meetings. He also congratulated Mr. Currie on the election for County Commissioner.

Mr. Jimmie Dorsey announced that East Side Highway District is looking for a letter of support from the KMPO Board for a new project called Fernan Hill Road which is 1 mile long piece of road that would need a full overlay. They are applying for these funds through the LHRIP as well.

Mr. Clay Larkin made a motion to have a letter of support written on the behalf of KMPO to go along with the application for the Fernan Hill Road project presented by the East Side Highway District. Mr. James Mangan seconded the motion which was unanimously approved.

Mr. Clay Larkin commented that a good time to have an open house would be during the time when there is absentee voting going on. They had a great turnout during their open house for the I90 Access Study because of voters coming by City Hall. The City is enjoying showing their new Post Falls City Hall to their citizens.

Ms. Andrea Storjohann mentioned that the road on the interchange off of Worley and Plummer is opened. She also reported that construction work on the US95 Sandcreek Byway project in Sandpoint is underway.

10. Adjournment.

There being no further business before the Kootenai Metropolitan Planning Organization Policy Board, the meeting was adjourned at 2:05 pm.

Jennifer Wash
Recording Secretary