

MEETING MINUTES

Kootenai Metropolitan Planning Organization
Policy Board Meeting
March 5, 2009
Idaho Transportation Department District 1 Headquarters
Coeur d'Alene, Idaho

Board Members in Attendance:

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

Board Members Absent:

Rick Currie	Kootenai County
Norma Peone	Coeur d'Alene Tribe

Staff Present:

Carole Richardson, Transportation Planning Engineer
Glenn Miles, Transportation Manager
Donna Lively, Administrative Assistant
Ryan Stewart, Sr. Transportation Planner

1. Call to Order.

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

2. Approval of February Meeting Minutes.

Mr. Lynn Humphreys made a motion to approve the February 5, 2009 meeting minutes. Mr. Marv Lekstrum seconded the motion, which was unanimously approved.

3. Public Comments – There were no comments given.

4. Administrative Matters – Glenn Miles

Vouchers 4a

Mr. James Mangan made a motion to approve the payments:

a) KMPO Vouchers for January 2009 in the amount of \$63,772.19.

Huetter Corridor Study – Key 9170 for December 2008 and January 2009 in the amount of \$1,690.37.

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

b) SRTC Contract Renewal

Mr. Glenn Miles stated that the KMPO Board has contracted with Spokane Regional Transportation Council (SRTC) to provide staff support to KMPO Board and activities related thereto. The contract approved by the KMPO Board and SRTC was for two years, which is set to expire March 31, 2009. The KMPO staff is seeking direction from the Board as to whether it is the intent of the Board to renew the contract with SRTC.

Mr. Clay Larkin stated that the cost of maintaining a contract with SRTC is substantial, almost \$400,000. He added that he is aware of at least one and probably two other agencies that would like the opportunity to submit proposals for identical services provided. Mr. Larkin asked the Board to extend the contract for 30 days while advertising for other proposals.

Mr. Clay Larkin made a motion to extend the SRTC contract for 30 days, expiring May 1, 2009, to allow the KMPO Board to advertise and accept proposals for identical services from other providers for Board consideration. Mr. Al Hassell seconded the motion, which was unanimously approved.

c) KMPO Member Dues

Mr. Glenn Miles reported that current KMPO member dues are \$1,220 per member agency. This amount was established in 2003 to match the annual amount of federal aid planning funds that KMPO expected to receive at that time.

In the past six years, federal aid planning funds coming to KMPO have increased, however the amount of local match collected has not kept pace with the federal aid increases. Consequently, at the end of fiscal year 2008, matching funds were under-collected by \$23,705.

In order to match all federal aid planning funds that were available as of the end of fiscal year 2008, each KMPO member agency would need to make a one-time contribution of \$2,371. Also, a new annual dues amount of \$1,822 per member agency is proposed.

Mr. Clay Larkin noted that the finance director for the City of Post Falls had expressed displeasure in the large increase and recommended that the increase be made yearly and not in one large sum. Mr. Miles responded saying that part of the increase was due

to the failure of one local jurisdiction to pay dues, but that they have now chosen to pay dues. Mr. Lynn Humphreys asked whether a Board vote was needed, or whether the item was for informational purposes only. Mr. Miles clarified that it was for informational purposes only.

5. Public Transportation

a) Status Report on Citylink Service – Rod Mitchell

Mr. Rod Mitchell reported that services are running strong, but that they are still recovering from last winter, which proved hard on equipment. Ridership is up nearly 10,000 riders over last year. One of their buses is getting a new engine and may serve as a spare.

Mr. Mitchell requested that the KMPO Board provide guiding policies with regard to service animals and the relocation of bus stops, noting that recent events and complaints warrant this need. Marv Lekstrum asked Citylink to provide recommendations. Mr. Lynn Humphreys suggested that KMPO contact legal staff with regard to the service animal issue. Mr. Glenn Miles noted that KMPO staff, Ryan Stuart, formerly with the Spokane Transit Authority, would research and provide relevant data to legal staff. Mr. James Mangan suggested that bus stop complaints be logged as to type of complaint and by whom. Mr. Mitchell noted that one complaint was received by a City of Coeur d'Alene employee. Mr. Al Hassell noted that as the City of Coeur d'Alene Board representative, he should have been notified. He suggested that the Board jurisdiction representative be notified of any Citylink complaints.

b) Status Report on KATS Service – Helen Stephens

Ms. Helen Stephens handed out the Citylink report and updated the Board on ridership. She added that they have a request in for another passenger bus.

c) Financial Report – John Austin

Mr. John Austin reported that the April 1 Grant Process is underway. Congress has not appropriated next years full funding amount; only 5/12s of the normal distribution has been appropriated to date. The full amount is expected to be requested in March. Fortunately, there is \$358,000 from prior years to operate on from April forward. Mr. Austin stated that appropriations will be monitored going into summer/fall.

6. KCATT Recommendations – Kevin Howard

a) Public Involvement Policy

Chair Kevin Howard reported that the draft public involvement plan was published for public comment in early August, with comments due by October 13, 2008. No

comments were received. At their December meeting, KCATT reviewed the final public involvement plan, and agreed to support Board adoption of the new plan.

Mr. Lynn Humphreys made a motion to accept the KCATT recommendation to adopt the KMPO Public Involvement Policy as presented. Mr. Marv Lekstrum seconded the motion, which was unanimously approved.

b) KMPO Growth Projections

Chair Kevin Howard stated that over the past few months, KMPO staff has been working with local agencies to update information in KMPO's travel demand model. As part of that effort, existing single and multi-family dwelling unit figures have been updated to reflect the actual numbers of dwelling units in all jurisdictions within the county as of 2007. Staff has also worked with land use jurisdictions to review and update growth assumptions for the regional model.

As a final reasonableness check, dwelling unit forecasts were checked against a previous forecast performed by Intermountain Demographics for KMPO in 2003, as well as Census Bureau forecasts, and growth projection information provided by Kootenai County and our four largest cities.

KCATT has accepted the updated growth projections to be used for the purposes of regional travel demand modeling and is recommending Board approval.

Mr. James Mangan asked how recent the data was and where it came from. Ms. Carole Richardson replied that the dwelling unit data from 2007 is straight from assessor's records. The growth projections were based on those prepared for KMPO in 2003 by Inter Mountain Demographics for the county for 2003-2030. Some adjustments were made based on each land use jurisdiction.

Mr. Clay Larkin made a motion to approve the KMPO Growth Projections as presented for updating the KMPO Travel Demand Model. Mr. Lynn Humphreys seconded the motion, which was unanimously approved.

7. Director's Report – Glenn Miles

Mr. Glenn Miles announced Carole Richardson's resignation. He noted that when Carole took the position over a year ago, she stated that it was not a career move for her. He expressed appreciation for her abilities and effort during her service for KMPO. He added that she has been a valuable asset to move projects forward, particularly her commitment to complete the US-95 Study.

Mr. Mile also mentioned that staff is moving forward with the Transit Center Location Study.

8. Other Business

a) Stimulus Update

Ms. Carole Richardson provided a PowerPoint presentation outlining Stimulus Bill history and highlights of the 2009 American Reinvestment and Recovery Act. The presentation included data and graphics depicting the distribution of the stimulus funds, including those specific to Kootenai County. Ms. Richardson also provided and reviewed additional handouts entitled, *Economic Stimulus Project List – Transit Projects – “Fiscally Constrained” Proposal* and, *Economic Stimulus Project List – Roadway Projects – “Fiscally Constrained” Proposal*.

Ms. Richardson noted that Local Highway Technical Assistance Council (LHTAC) is leading the coordination of stimulus projects for rural agencies. They have established a maximum project amount of \$500,000, of the \$1.8 million allocated to the five northern counties in Idaho, and are expected to utilize a rating scale by which to allocate the federal stimulus funds. Rural agencies should contact LHTAC for additional information.

It was further noted that urbanized area agencies have a total of \$860,000 in stimulus funds to allocate. At the Urban Balancing Committee meeting held last Friday, the Dalton Gardens project was selected to receive the stimulus funding. Both Washington and Idaho are positioning themselves to obligate every dime quickly in order to qualify to receive additional funding, if available, as soon as possible.

9. Board Member Items

Board members expressed their thanks and appreciation to Carole Richardson for her dedication and service to the KMPO. Mr. Damon Allen also thanked Mr. Marv Lekstrum for Chairing the US-95 Steering Committee.

10. Adjournment.

There being no further business before the Kootenai Metropolitan Planning Organization Policy Board, the meeting was adjourned at 2:30 pm.

Donna Lively
Recording Secretary