



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

Cooperatively Developing a Transportation System for all of Kootenai County, Idaho

KMPO Board Meeting

November 4, 2010 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 – Jimmie Dorsey, Chair**
- 2. Approval of October 2010 Minutes**
- 3. Public Comments**
- 4. KCATT Recap & Recommendations**
 - a. FY 2011-2015 Transportation Improvement Program (TIP) Adoption
 - b. Support for Local Rural Highway Investment Program (LRHIP) Applications
- 5. Administrative Matters – Glenn Miles**
 - a. KCATT Transportation Plan Update Key 9025 September 2010 Voucher
 - b. KMPO General September 2010 Expenses & Financial Report
 - c. Appointment of Idaho Representative to IPH Board – Ryan Stewart
- 6. Public Transportation**
 - a. Citylink Status Report – Alan Eirls
 - b. KATS Status Report – Helen Stephens
 - c. Financial Report – John Austin
 - d. Mobility Manager's Report – Clif Warren
 - e. Public Transportation Roundtable Update – Pearl Bouchard
- 7. Director's Report – Glenn Miles**
- 8. Other Business**
 - a. ITD's Statewide Transportation Plan - Sonna Lynn Fernandez
 - b. 2010 Draft KMPO Metropolitan Transportation Plan (MTP) Update – Bonnie Gow
 - c. Inland Pacific Hub Update – Ryan Stewart
- 9. Board Member Items**

ADJOURN Regular Session

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KOOTENAI METROPOLITAN PLANNING ORGANIZATION

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MEETING MINUTES

Kootenai Metropolitan Planning Organization
Policy Board Meeting
November 4, 2010
Post Falls City Council Chambers, City Hall, First Floor
Post Falls, Idaho

Board Members in Attendance:

Jimmie Dorsey, Chair	East Side Highway District
Clay Larkin, Vice Chair	City of Post Falls
Al Hassell	City of Coeur d'Alene
James Mangan	Worley Highway District
Vic Holmes	City of Rathdrum
Lynn Humphreys	Post Falls Highway District
Marv Lekstrum	Lakes Highway District
Todd Tondee	Kootenai County
Richard Panabaker	City of Hayden

Board Members Absent:

Damon Allen Representative	Idaho Transportation Department Coeur d'Alene Tribe
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Staff Present:

Ryan Stewart, Senior Transportation Planner
Bonnie Gow, Transportation Planner II
Donna Lively, Administrative Secretary

1. Call to Order.

The meeting of the Kootenai Metropolitan Planning Organization Policy Board was called to order by Chair, Jimmie Dorsey at 1:31 pm.

2. Approval of October Meeting Minutes.

Mr. Lynn Humphreys made a motion to approve the October 7, 2010 KMPO Board Meeting Minutes. Mr. James Mangan seconded the motion, which was unanimously approved.

3. Public Comments – There were no comments.

4. KCATT Recap & Recommendations.

a. FY 2011-2015 Transportation Improvement Program (TIP) Adoption

KCATT Vice Chairman, Mr. Eric Shanley, reported that at their October 26th meeting, KCATT voted unanimously to recommend KMPO Board adoption of the FY 2011-2015 Transportation Improvement Program (TIP). A public meeting was held last Wednesday, October 20th, at the Post Falls City Hall; 9 people attended. Several non-substantive comments were received and have been included in Appendix C. Changes made to the Draft FY 2011-2015 TIP include new key numbers and sponsor information from ITD and updated data for some of the projects based on the latest information from the STIP. The public comment period ended November 1, 2010.

Lynn Humphreys made a motion to adopt the FY 2011-2015 Transportation Improvement Program. Marv Lekstrum seconded the motion, which was unanimously carried.

b. Support for Local Rural Highway Investment Program (LRHIP) Applications

Mr. Eric Shanley stated that KCATT discussed the applications for the 2012 LRHIP award allocation. Project summaries were received from East Side Highway District, Lakes Highway District, Post Falls Highway District, Worley Highway District, and the City of Rathdrum. It was noted that the projects were not ranked since all projects are important. KCATT and KMPO staff recommend KMPO Board support for the LRHIP applications and upon Board approval, the KMPO Executive Director will issue a letter of support for each of these projects.

Mr. Marv Lekstrum made a motion supporting the 2012 Local Rural Highway Investment Program Applications as presented and directing Mr. Glenn Miles to issue corresponding support letters to the East Side Highway District, Lakes Highway District, Post Falls Highway District, Worley Highway District, and the City of Rathdrum. Mr. Richard Panabaker seconded the motion, which was unanimously carried.

5. Administrative Matters – Glenn Miles

Mr. Todd Tondee arrived at 1:40 p.m.

a. KCATT Transportation Plan Update Key 9025 September 2010 Voucher

Mr. Ryan Stewart noted that there were no outstanding or exception items included. With regard to the Revenues and Expenditures Recap, Mr. Mangan inquired how the difference between the budgeted expenditures and the actuals will be resolved. Mr. Stewart responded that the difference will be taken from reserve amounts carried over from year to year. He added that the difficulty in budgeting ahead is that the final amounts available are not provided until late July or early August.

Mr. James Mangan made a motion to approve the KCATT Transportation Plan Update Key 9025 September 2010 Voucher. Mr. Lynn Humphreys seconded the motion, which was unanimously carried.

b. KMPO General September 2010 Expenses & Financial Report

Mr. Todd Tondee made a motion acknowledging the KMPO Voucher credit for September 2010 in the amount of \$12,706.93. The motion was seconded by Mr. Richard Panabaker and unanimously carried.

c. Appointment of Idaho Representative to IPH Board – Ryan Stewart

At their October 14th, 2010 meeting, the Inland Pacific Hub (IPH) Advisory Board addressed the nomination of Steve Griffiths as a member of the Board. Mr. Griffiths represents the Coeur d'Alene Area Economic Development Corporation (Jobs Plus, Inc.). The nomination was seconded and unanimously approved. Staff recommends that the KMPO Board ratify the approval of Steve Griffiths as an Idaho representative on the IPH Advisory Board.

Mr. Clay Larkin made a motion to ratify Mr. Steve Griffiths as an Idaho representative on the IPH Advisory Board. Mr. Al Hassell seconded the motion, which was unanimously approved.

Mr. Stewart stated that there are now 17 members on the IPH Board excluding the pending appointment of Mr. Todd Woodard of the Spokane International Airport. Although several appointment recommendations have been made, additional applications have not been received. The goal is to have a geographic and industry representation balance on the IPH Board.

6. Public Transportation

a. Citylink Status Report – Alan Eirls

Mr. Rod Mitchell provided the Citylink report on behalf of Alan Eirls. He reported that Route A ridership (western Post Falls area) increased in October and that overall, ridership increased by 21% since last year. The bicycle incident reported last month has been deferred to their legal department. Citylink is awaiting the arrival of the last four buses acquired with ARRA funds.

Mr. Mitchell reported that bus #60 was rear-ended on Sherman Avenue; the incident was a hit-and-run and the bus is in the shop for repairs. Mr. Mitchell was asked to expound on the bicycle incident; he stated that a woman claimed to have been dragged behind the bus while getting her bike off the rack. However, a policeman had been behind the bus and did not see a bicycle on the rack or a woman trying to remove a bicycle as claimed. Another Citylink driver concurred.

Mr. Mitchell was asked about a newspaper article regarding needed changes to the Riverstone park and ride stop and whether shelter has been provided to patrons. He responded that one of the buses is being used as a shelter for patrons waiting for transfers while the driver takes a break on nearby bus.

Mr. Tondee inquired about the performance of the new buses. Mr. Mitchell stated that although the new buses are bigger in size, they have a smaller engine that affects their uphill performance. There are also issues with the interior lights not being bright enough and burning out more quickly. Otherwise, the new buses provide a comfortable ride.

b. KATS Status Report – Helen Stephens

Ms. Stephens reported that ridership is slightly higher over last month. Approximately 3 more people have committed to utilize KATS out of the City of Rathdrum. Ridership is expected to increase with pending inclement weather.

c. Financial Report – John Austin

Mr. John Austin reported that the County has received 9 of the 13 buses from ARRA funds, all 6 smaller 16-passenger buses and 3 of the larger 33-passenger buses. The remaining four 33-passenger buses are to be delivered in early November. The total projected investment of \$1,273,000 is within the \$1,290,200 budget.

The County is contracting with a local engineering firm to review the NEPA study that was completed on behalf of the owners of the preferred transit center site. Once the County Commissioners' have approved the study, FTA will review and make recommendations on the study. The County will then move ahead with the ITO appraisal of the preferred site. It is anticipated that the total budget for the transit center, including site improvements, will be presented to the KMPO by March, 2011 for consideration during each agency's FY 2011-12 budget process.

Mr. Austin updated the Board on the number of rides provided free of charge to Kootenai County residents via Citylink, including the paratransit and demand response services provided by KATS and KMC. The update included a revision on the average cost per ride during the same period, which was \$3.30.

Mr. Tondee stated that the County is moving forward with contracting engineering services to review the Transit Center NEPA study.

d. Mobility Manager's Report – Clif Warren

Mr. Warren reported that the Resort City Local Option Bed Tax passed in Ponderay on November 2nd. Funds from this tax and from the Sandpoint Resort City Tax are being directed to the new Dover, Sandpoint, Ponderay, and Kootenai bus service. Ponderay has committed \$140,000.00 for the first year and Sandpoint has budgeted \$30,000.00

for the first year with intentions to increase over time. Private sector funding will be sought and Schweitzer Mountain employees are assisting in the planning and connection of the two systems.

Mr. Warren stated that the Rural Transportation Assistance Program (RTAP) is sponsoring a Passenger Service and Safety (PASS) Driver Certification Program training in Coeur D'Alene, February 22-23, 2011 at the Kootenai Medical Center. The (PASS) Driver Certification Program ensures that community transportation drivers have current expertise in passenger assistance techniques and sensitivity skills appropriate for serving persons with disabilities. This training is required by FTA. More details will be available online at the end of November. The estimated cost is \$100 per attendee to cover the cost of materials and meals; Idaho RTAP scholarships will be available to cover the cost of travel for those traveling from neighboring cities. Space is limited to 20 individuals, with priority given to drivers who serve rural communities. The instructor is Toby Ruhs of KMC.

e. Public Transportation Roundtable Update – Pearl Bouchard

Ms. Pearl Bouchard reported that since the October 12, 2010 Public Transportation Roundtable meeting, two subcommittees have formed to examine several issues. One subcommittee will discuss the local match and other Citylink funding issues in order to address the Coeur d'Alene Tribe's concern regarding their contribution to transit over what is federally required. The Tribe has requested that the Public Transportation Roundtable "examine an equitable distribution of match by benefiting agencies."

The second subcommittee will consider transit services for special events. It was noted that there are over 400 special events that occur in Kootenai County and with large events such as the annual Ironman competition, it is nearly impossible to navigate in and out of Coeur d'Alene. The subcommittee includes representatives from some of these events, including Ironman.

Mr. Larkin noted that any request for an increase in match by benefiting agencies towards Citylink must be presented before agencies prepare their budgets.

7. Director's Report – Glenn Miles

Mr. Ryan Stewart reported that Mr. Miles provided a Bridging the Valley (BTV) update at the October 26th KCATT meeting. He reminded the committee that the two Idaho BTV projects that were identified for funding from an earlier earmark were the Rathdrum Main Street Extension and the Pleasant View Grade Separation/Interchange project. The Post Falls Highway District agreed to provide a local match subject to an ITD Board match on the Pleasant View BTV project, which the KMPO Board approved at their September meeting. However, since matching funds have not been secured on the Rathdrum Main Street Extension, it has been recommended to move forward with the Rathdrum 41-53 BTV Bridge project, which is currently in the STIP for 2014. Mr. Miles noted that the KMPO Board recommended using part of the \$5 million earmark for the Pleasant View Grade Separation/Interchange project with the remaining funds to go

towards the ITD/City of Rathdrum's SH 41/53 Bridge project. Mr. Stewart reported that KCATT concurred with the Board's BTV funding recommendation.

8. Other Business

a. ITD's Statewide Transportation Plan - Sonna Lynn Fernandez

Ms. Sonna Lynn Fernandez provided a handout briefly summarizing Idaho's long-range transportation plan entitled "Idaho on the Move." She explained that it is a long-range policy plan which provides guidance and strategies to improve safety, enhance mobility, and support Idaho's economic vitality. It includes investment strategies that will guide the selection of projects and initiatives, management principals that define ITD's business practices and approach to serving Idaho citizens, and implementation activities that are tied to performance measures.

The draft plan is currently in the public comment period; comments will be accepted from October 25th to November 23rd. Six public meetings are scheduled throughout Idaho during the public comment period, including one following today's KMPO Board meeting at Post Falls City Hall from 4 to 8 p.m.

b. 2010 Draft KMPO Metropolitan Transportation Plan (MTP) Update – Bonnie Gow

Ms. Bonnie Gow distributed a copy of Appendix K, Public Comments, received to date on the Draft 2010 KMPO MTP. She noted that 20 people attended the public comment period open house held at ITD on October 12th. The public comment period will close on Monday, November 8. All changes from Addendum 1 and public comments, along with updated financial information will be incorporated into the final draft KMPO MTP, which will be presented to KCATT at their November 23, 2010 meeting for a KMPO Board approval recommendation in December.

c. Inland Pacific Hub (IPH) Update – Ryan Stewart

Mr. Stewart stated that applications are still being taken for the IPH Advisory Board. A minimum number of 16 members is required, however no maximum membership is stipulated. The Advisory Board Member application form has been posted to the IPH, SRTC and KMPO websites and the opportunity to apply has been advertised in the local newspapers.

Mr. Stewart reported that the IPH Phase 2 Request for Proposals (RFP) was issued on October 24th. The deadline for submission of proposals is November 19, 2010. The RFP is seeking proposals from qualified firms to identify potential transportation and economic investments that will enhance the development of the IPH. The overall objective is to identify and recommend actions, strategies and programs that can be implemented to strengthen the competitive position of the IPH region (both domestically

and globally). The overarching goal is to integrate freight mobility, global and domestic commerce, economic development, and transportation investments.

Mr. Stewart added that if a successful consultant is selected in early December, the Phase 2 project is scheduled to be complete by October 2011. SRTC is the lead agency for Phase 2. SRTC and the IPH Board are partnering with KMPO, ITD, WSDOT, USDOT as well as numerous community agencies and businesses in this effort.

The budget for Phase 2 is approximately \$426,875. This amount includes: the remaining budget of approximately \$18,143 from Phase 1; \$130,000 which has been allocated by the Idaho Transportation Department; \$237,500 which was appropriated by the Federal Government in the 2009 Omnibus Act (H.R. 1105, Public Law 111-8); \$12,300 remaining from the Idaho State Gem Community Grant from Phase 1; and \$28,932 from SRTC/KMPO match.

Mr. Stewart reported that an IPH Executive Committee is scheduled for November 16th at 8:00 am at Post Falls City Hall. Also, an IPH Advisory Board meeting is scheduled for December 9th at 7:00 am at Center Place in Spokane Valley, WA.

9. Board Member Items

Mr. Lynn Humphreys reported that the Idaho Association of Highway Districts annual convention is scheduled for next week in Coeur d'Alene.

Mr. Larkin reported that the west side Wal Mart in Post Falls near Cabella's is struggling and encouraged all those present to visit the retail store. Tuesday at November 9th at 1:00 pm there will be a ribbon cutting for the new Idaho Department of Labor building that recently opened on Thorton Avenue. The legislative tour that is scheduled to be in town that weekend intends to stop there on the way to the airport.

Mr. Richard Panabaker reported that the City of Hayden also has a new Wal Mart; he encouraged all those present to remember to patronize smaller businesses that have long been community supporters as well.

10. Adjournment.

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

Donna Lively, Recording Secretary