



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

April 7, 2011 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 March 2011 Minutes**
- 3. Public Comments**
- 4. KCATT Recap**
- 5. Administrative Matters – Bonnie Gow**
 - a. February 2011 KMPO Expenditures and Monthly Financial Report
 - b. KMPO Public Transportation Plan Update Contract Award
- 6. Public Transportation**
 - a. Citylink Status Report – Alan Eirls
 - b. KMC Status Report – Toby Ruhs
 - c. Financial Report – John Austin
 - d. Mobility Manager's Report – Clif Warren
 - e. KMPO Public Transportation Roundtable Subcommittee Update
- 7. Director's Report – Bonnie Gow**
- 8. Other Business**
 - a. Transportation Analysis Zone Delineation
 - b. Greensferry and Beck Road Update – Glenn Miles
- 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
April 7, 2011
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
Debbie Holmes (alternate)	City of Rathdrum
Lynn Humphreys	Post Falls Highway District
Marv Lekstrum	Lakes Highway District
Todd Tondee	Kootenai County
Richard Panabaker	City of Hayden
Andrea Storjohann (alternate)	Idaho Transportation Department
Jim Kackman	Coeur d'Alene Tribe

Board Members Absent:

Vic Holmes	City of Rathdrum
Damon Allen	Idaho Transportation Department

Staff Present:

Kevin Shipman, GIS Analyst
Bonnie Gow, Senior Transportation Planner
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 1:30 pm.

2. Approval of March Meeting Minutes.

Mr. Lynn Humphreys made a motion to approve the March 3, 2011 KMPO Board Meeting Minutes. Mr. Marv Lekstrum seconded the motion, which was unanimously approved.

3. Public Comments.

There were no public comments.

4. KCATT Recap & Recommendations.

Mr. Eric Shanley, KCATT Chair, reported that the KCATT did not have any recommendations for the Board, but noted that the KCATT subcommittee that developed the current STP Call for Projects application form and evaluation criteria reconvened at the Board's request to update the application and evaluation criteria. The subcommittee anticipates having a draft product for KCATT review/consideration in May 2011 for future Board recommendation.

5. Administrative Matters – Bonnie Gow

a. February 2011 KMPO Expenditures and Monthly Financial Report

Ms. Bonnie Gow noted that the first item on page one of February's expenses lists one-half of the annual dues for the Coalition for America's Gateways and Trade Corridors (CAGTC), which provides timely updates to Congress and the U.S. Department of Transportation (USDOT) on freight policy improvements. The second page lists revenue and expenditures to date.

Mr. Clay Larkin made a motion to approve the KMPO Vouchers payment for February 2011 in the amount of \$10,893.13. The motion was seconded by Mr. Lynn Humphreys and unanimously carried.

Mr. Todd Tondee arrived at 1:35 pm.

b. KMPO Public Transportation Plan Update Contract Award

Ms. Gow reported that one proposal was submitted in response to the Request for Proposals (RFP) for consultant services for the 2011 Kootenai County Metropolitan Area Public Transportation Plan Update. The proposal is from a consultant team led by the Colorado planning firm TransitPlus in coordination with David Evans & Associates and Pac/West.

The proposal has been reviewed by members of KCATT, the KMPO Public Transportation Roundtable and KMPO staff. It is the consensus of the evaluators that the TransitPlus proposal meets the goals and objectives of the RFP. KCATT and the Roundtable will be involved in the development of the final scope of work.

The proposed scope is intended to be modified to narrow the focus to core essential tasks including public opinion surveying, service assessment, scenario analysis and development of any recommended changes to the plan. KMPO staff will lead the majority of the public outreach effort and will provide technical assistance in areas such as current service data and GIS analysis.

Mr. James Mangan made a motion granting the KMPO Executive Director authority to enter into contract negotiations with TransitPlus for consultant services to update the 2011 Kootenai County Metropolitan Area Public

Transportation Plan in an amount not to exceed \$65,000. Mr. Marv Lekstrum seconded the motion, which passed unanimously.

6. Public Transportation

a. Citylink Status Report – Alan Eirls

Mr. Alan Eirls reported that Citylink is experiencing warranty related issues with the new buses, primarily involving involuntary engine shut-downs. It has been difficult to get the two manufacturers to agree on who is responsible to pay for the repairs.

Mr. Eirls attributed ridership increase to the increase in fuel costs. He reported that a few minor deviations for paratransit services have been recorded. Several requests to remove bus stops have been received, including one from the Super 1 grocery store in the City of Hayden and one on Government Way near the Silver Lake Mall.

Mr. Eirls was asked who provides the repairs on the buses, to which he replied Gus Johnson Ford in Spokane.

b. KMC Status Report – Toby Ruhs

Ms. Christa Thompson provided the KMC status report in Mr. Toby Ruhs' absence. She stated that each bus is averaging 150 miles per day for medical purposes only. Also, 98 applications for services have been verified.

c. Financial Report – John Austin

Mr. John Austin stated that Congress has appropriated 6 months of funding for the fiscal year, which commenced April 1, 2011. Kootenai County has opted to take over the administrative function previously provided by the Panhandle Area Council (PAC). Consequently, it will be Mr. Austin's last report to the KMPO Board. He thanked the Board for 8 ½ years of support. In 2002, PAC was hired to coordinate funding to keep the North Idaho Community Express (NICE) services operating; there were 400 riders the first month. In 2005, Mr. Austin approached the Coeur d'Alene Tribe to operate the fixed route system. Between the two services, there were almost 52,000 riders last month. The Federal Transit Administration (FTA) noted that this was the most successful transit start-up in 2000. He wished the Board and the County well and stated that PAC will be available to help as much as possible during the transition.

Mr. Todd Tondee thanked Mr. Austin for the work he has done and introduced Ms. Christine Fueston who will be handling the administration function in-house.

d. Mobility Manager's Report – Clif Warren

Mr. Clif Warren announced that the inter-city services will commence on April 18th from Sandpoint to Coeur d'Alene, Post Falls, the STA Plaza in Spokane, and on to the Spokane International Airport. The service will run 5 days a week; the cost and time

schedule is forthcoming. The service is temporary since the State of Idaho is revamping how inter-city services are operated; a new program is forthcoming that includes changes in how the service is funded and operated. The new program is expected to commence in October.

He announced that the balancing meeting for rural funding for District 1 is scheduled for tomorrow at the AmeriTel Inn at 10 am. Only 1 grant application from the Coeur d'Alene Tribe was received to fund the rural leg of Citylink from Coeur d'Alene to the Casino.

Mr. Warren was asked who would be advertising the inter-city services; to which he responded that he did not know. He stated that Northwest Trailways is operating the inter-city services and that a ticket agent in Coeur d'Alene has not yet been identified. Mr. Larkin reported that the schedule and fees can be posted on Post Falls' local public Channel 13. Mr. Hassell stated that the schedule and fees can also be posted on the local public Channel in Coeur d'Alene as well. Mr. Warren noted that tickets will be available on line and that he will forward the schedule and fees to KMPO for distribution.

e. KMPO Public Transportation Roundtable Subcommittee Update

Ms. Gow stated that there was nothing more to report on than what was included in the Board packet and asked that the agenda item be deferred to next month's meeting.

7. Director's Report – Bonnie Gow

Ms. Gow stated that Mr. Miles was in Washington D.C. with the Regional Chamber Alliance. She stated that she would be attending the Balancing meeting tomorrow, as noted by Mr. Warren.

8. Other Business

a. Transportation Analysis Zone Delineation

Mr. Kevin Shipman reported that KMPO staff has recently begun the Transportation Analysis Zone (TAZ) delineation process. Completed TAZs and the new Transportation Analysis Districts (TAD) will be submitted to the Census Bureau by mid June 2011. The new TAZ structure will be used for agency modeling purposes for the next ten years. The TAZ structure will also be used for the Census Transportation Planning Products (CTPP) datasets. CTPP data is a specialized dataset geared for transportation planners including household and worker characteristics, place of work, and journey-to-work flow data. KCATT received a presentation on this process during their January 25th meeting and expressed interest in being involved in the process.

The software and data for developing the TAZ structure was received the week of March 21st and the completed TAZ delineation must be returned to the Census Bureau within 90 days of receipt of the data. A contact list of jurisdictional and agency technical participants has been created. KMPO staff will be handling the physical delineation

work but agency and jurisdictional participants can be expected to give regular direction, input, and feedback in regards to the process.

A copy of the Census Bureau TAZ Delineation Business Rules and a map showing the current TAZ layout in Kootenai County was included in the KMPO Board meeting materials.

b. Greensferry and Beck Road Update – Glenn Miles

Ms. Gow stated that she was not briefed on the Greensferry or Beck Road projects prior to the meeting. Ms. Storjohann reported that there was no status change on the Beck Road project since last month; she deferred the Greensferry project update to Mr. Don Davis. Mr. Davis stated that ITD is currently reviewing the environmental assessment on the Beck Road project, and that the discussions relative to the model output for 2035 for the Greensferry project have concluded. CH2M Hill will work with the Greensferry project data in order to examine whether an interchange will alleviate the access and circulation problems in Post Falls.

Mr. Davis was asked when the Beck Road environmental review will go back to the Federal Highway Administration (FHWA). He responded that ITD will forward their review to FHWA no later than early next week.

Mr. Larkin added that both the Greensferry and Beck Road projects are a work in progress for the City of Post Falls.

9. Board Member Items

Mr. Larkin reported that a Love's Travel Center is being constructed in Post Falls on I-90 near Pleasant View Road and will open early this fall. Construction on the City's Senior Housing project is continuing; and according to Spokane County engineers, the State Line project will be completed later this fall.

Mr. Dorsey commented that the March 31st Joint Board meeting went well and apologized for not acknowledging Mr. Larkin's efforts in coordinating the meeting location.

Mr. Panabaker asked if anyone knew the status of the Highway 95 and Wyoming intersection. Ms. Andrea Storjohann responded that the project is not funded at this time.

Mr. Al Hassell reported that he may not run for re-election as a City of Coeur d'Alene City Council member.

10. Adjournment.

Mr. Al Hassell made a motion to adjourn the April 7, 2011 KMPO Board meeting; Mr. Todd Tondee seconded the motion, which was unanimously carried.

There being no further business before the Kootenai Metropolitan Planning Organization Policy Board, the regular meeting was adjourned at 2:03 pm.

Donna Lively, Recording Secretary