



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

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

**KMPO Board Meeting**

**October 6, 2011 1:30 pm**

Post Falls City Council Chambers, Post Falls City Hall, 1<sup>st</sup> Floor  
408 N. Spokane Street, Post Falls, Idaho

**AGENDA**

- 1. Call to Order – Clay Larkin, Chair**
- 2. Approval of September 1, 2011 KMPO Board Meeting Minutes**
- 3. Public Comments**
- 4. KCATT Recap & Recommendations**
- 5. Administrative Matters**
  - a. September 2011 KMPO Expenditures and Monthly Financial Report
  - b. KMPO staffing Update
  - c. ICRMP Coverage Exclusion
  - d. KMPO Health Insurance Coverage
- 6. Public Transportation**
  - a. Citylink Status Report – Alan Eirls
  - b. KMC Status Report – Toby Ruhs
  - d. Kootenai County Report– Christine Fueston,
  - e. Rural Mobility Manager's Report – Clif Warren
  - f. KMPO Public Transportation Plan Update
- 7. Director's Report**
- 8. Other Business**
- 9. Board Member Comments**
- 10. Adjournment**

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KOOTENAI METROPOLITAN PLANNING ORGANIZATION

250 Northwest Blvd, Suite 209 Coeur d' Alene, ID 83814  
1-208-930-4164 website: [www.kmpo.net](http://www.kmpo.net)

Kootenai Metropolitan Planning Organization  
Regular Board Meeting  
October 6, 2011  
Post Falls City Council Chambers, City Hall, First Floor  
Post Falls, Idaho

Board Members in Attendance:

Clay Larkin, Chair	City of Post Falls
Jim Kackman	Coeur d'Alene Tribe
Marv Lekstrum	Lakes Highway District
Al Hassell	City of Coeur d'Alene
Vic Holmes	City of Rathdrum
Richard Panabaker	City of Hayden
Todd Tondee	Kootenai County
Jim Mangan	Worley Highway District (Alt)
Terry Sverdsten	East Side Highway District

Board Members Absent:

Lynn Humphreys	Post Falls Highway District
Damon Allen	Idaho Transportation Department Dist. 1

Staff Present:

Glenn Miles	Executive Director
Bonnie Gow	Senior Transportation Planner
Kelly Lund	Administrative Secretary

Attendees:

Donna Montgomery	Lakes Highway District
Monty Montgomery	Lakes Highway District
Ken Nichols	Century West Engineering
Rod Twetz	Lakes Highway District
Kevin Howard	Worley Highway District
John Pankratz	Eastside Highway District
Eric Shanley	Lakes Highway District
Alan Eirls	Citylink
Don Davis	ITD

**1. Call To Order**

The regular meeting of the Kootenai Metropolitan Planning Organization Policy Board was called to order by Vice Chair, Clay Larkin at 1:28 p.m.

**2. Approval of the Minutes**

**Mr. Al Hassel made a motion to approve the September 1, 2011 Board meeting minutes as presented. Mr. Marv Lekstrum seconded the motion, which passed unanimously.**

**3. Public Comments – There were no public comments.**

#### **4. KCATT Recap & Recommendations**

Mr. Eric Shanley of Lakes Highway District, Chairman of KCATT, indicated there were no recommendations this month. KCATT has been working on Federal Funding Project Evaluation Application. They will be working through mock projects and the applicability of the application to make sure it will work well for the agency. At some point in the future, they will bring the revised scoring criteria before the Board for consideration.

#### **5. Administrative Matters – Glenn Miles**

##### **a. September 2011 KMPO Expenditures and Monthly Financial Report**

Mr. Glenn Miles covered expenditures for month of September.

**Mr. Al Hassel made motion to approve payment of the bills. The motion was seconded by Mr. Vic Homes and unanimously approved.**

##### **b. KMPO Staffing Update – Glenn Miles**

Mr. Glenn Miles introduced Kelly Lund as Administrative Secretary who will also be working on GIS.

##### **c. ICRMP Coverage Exclusion – Glenn Miles**

Mr. Glenn Miles reported notification had been received that ICRMP is now required by Federal law to offer terrorist insurance to lines of coverage. He included a memo that KMPO, to some extent, has this coverage in their current line of insurance. If option was taken, the cost would be an additional \$5,000 a year. Entire ICRMP annual insurance coverage is approximately \$890.00. Staff recommends not taking the added line of coverage.

**Mr. Al Hassell made a motion to decline terrorist coverage.**

Mr. Terry Sverdsten reported East Side Highway District considered this at their last meeting and also declined the coverage.

Chair Larkin introduced Mr. Terry Sverdsten who will be taking over for Mr. Jimmie Dorsey.

**Motion seconded by Mr. Vic Holmes and was unanimously approved.**

**d. KMPO Health Insurance Coverage – Glenn Miles**

Mr. Glenn Miles reported health insurance quotes had been received, but that he had not had an opportunity to go over them with the agency, Advanced Benefits. He will meet with them before November 1 to make sure he understands the seven options provided through Blue Cross, Altiris, Pacific Source, and Regence.

**6. Public Transportation**

**a. Citylink Status Report – Alan Eirls**

Mr. Alan Eirls handed out hardcopies of the Citylink report. Mr. Glenn Miles stated in the future, electronic copies would be e-mailed to the board as soon as they are made available by Mr. Alan Eirls or Christine Fueston. This would give the Board an opportunity to review their reports prior to meeting. Hard copies will continue to be made available. Mr. Eirls explained the report reflects a reduction since last September – not a single reduction in a particular group or population sector. Mild impact may be caused by lower fuel prices this September as opposed to September of 2010. Fuel prices are continuing to drop which could continue to impact the numbers dropping across the board. No accidents to report for September. There was an incident today at Riverstone involving an intoxicated female. Buses could not move until Sheriff's department arrived and removed her.

Chair Larkin questioned the progress, possible completion date and dedication of the new bus maintenance facility.

Mr. Eirls stated they had been given December as the projection month. As soon as they know for certain, they can make plans for a dedication. They are entertaining the idea of cancelling the Plummer transit center. At the time they applied for the grant, they planned on building the transit center on the Casino grounds, toward the freeway entrance along with the other facilities; however, it has since been relocated to Plummer. He has made the recommendation to Mr. Jim Kackman to run it back through the counsel and let them make the decision on whether to relinquish the ARRA funds.

**b. KMC Status Report – Tody Ruhs**

Mr. Toby Ruhs reported their numbers were down a little this month, but still hovering around 1,500 transports. He did not have First Transit's information, therefore could not report their numbers. He reported September as a smooth month.

**c. Kootenai County Report – Christine Fueston**

Ms. Christine Fueston was not present. Mr. Glen Miles reported First Transit, specifically Paratransit Ridership for 2011, carried 468 passengers on 443 trips. This is a 60% increase over August. Through the certification process, Paratransit's eligible

clients have grown to 154. They now have a working Paratransit webpage. More people are getting processed through the certification process. They are in the process of revising their Riverstone environmental documentation so it can be submitted to the Federal Transit Administration. Once that is submitted, they will be in a position to discuss funding for the acquisition of property and construction. Mr. Kackman questioned if the 180 qualified Paratransit Kootenai Medical passengers was a different number than the 154 Paratransit eligible in the Kootenai County report. Mr. Glenn Miles explained Kootenai Medical transports more than just those who are certified. Therefore, some riders are on both lists, but that Kootenai Health does transport more than just the ADA Complimentary Paratransit Service.

#### **d. Rural Mobility Manager's Report – Clif Warren**

Mr. Clif Warren was not present. Mr. Glenn Miles reported they (LMMN) are in process of doing the local mobility management network plan update. There was a meeting a couple of weeks ago to discuss strategies for the area of interest. District 1A (north part of the district) and District 1B (lower part of the district) meeting took place between September 26 and 30. The Strategy Planning period ends October 19 with the final plan to be completed by December 6. One recommendation that was made was that they re-tool the strategies so it reflects what is currently being funded, what they would like to see funded in short-term and then long term. Rather than prioritizing projects, grouping them into what is being funded and what they would like to see funded. He stated there are far more desires than there are resources. There needs to be a showing of what can be afforded within the plan. Ultimately, the plan will be approved by Public Transportation Advisory Committee and then by ITD Board in order to make those projects eligible for FTA funding.

#### **e. KMPO Public Transportation Plan Update – Glenn Miles**

Mr. Glenn Miles reported a meeting will be held October 12 held at ITD. They have put together a draft looking at alternative service options, Tech Memo 2. TransitPlus, the contractor, will either be here in person or on the phone to discuss alternatives. The other part of the Memo will deal with governing, financial order and the sustainability of the system. The Tech Memo will be sent out this week with discussions held at ITD on October 12 at 10:00 a.m. in the lower level Classroom.

### **7. Director's Report – Glenn Miles**

Mr. Glenn Miles reported Environment and Public Works had an "invitation only" conference with stakeholders in Washington, D.C. yesterday. They are looking at running a two year bill. The Senate Finance Committee has come up with some offsets to have a revenue neutral bill over the next two year cycle. If they are going to push it, they realize they will need to get it before the Debt Commission comes out in November and ahead of the Debt Commission who will be looking for ways to cut several trillion dollars. Senator Backus is on both the Debt commission and the Chair of the Finance

Committee. They have been working with him to make sure those offsets get protected and enabling a two year bill. The only choice will be for a longer term bill.

Mr. Miles reported notification was received from PERCI that their Board approved KMPO's entry into the PERSI system.

Mr. Miles reported there would be a State Highway 53 Transportation Access study on October 12 at Rathdrum City Hall from 1:30 – 3:30 p.m. to discuss the future of Hwy 53 from the state line to US Highway 95.

The KMPO 2012 Unified Planning Work Program, adopted by KMPO Board in September, was approved by Federal Highway Administration Federal Transit Administration. Therefore, KMPO has their approved work program and budget for next year.

KMPO received the SRTC bill for the month of August. Because it was unusually high, Mr. Miles asked them to take another look at it.

## **8. Other Business – None**

## **9. Board Member Comments**

Mr. Jim Kackman, Coeur d'Alene Tribe noted Citylink Passenger Transfer Facility was a stimulus funded project with three components, maintenance, bus acquisition, construction of a pedestrian transfer station/facility (a place for passengers to await transfer from one route to another). When application was made, the vision was that it would be constructed where the transfers take place – currently, where the rural route meets the link at the Casino. As things have transpired, it was moved to Plummer. At this time, he cannot report a firm policy of decision by Coeur d'Alene Tribal Counsel. There have been some good ideas presented on alternative ways the money could be used; however, it is dedicated to rural group area funding and he is not sure if it can be brought up to the urban area or not. They would like the funds to benefit public transit and are exploring options.

Mr. Marv Lekstrum, Lakes Highway District, had nothing new to report.

Mr. Al Hassel, City of Coeur d'Alene, reported that due to the population shifts census, they will be doing a re-districting. The commission is holding a re-districting meeting tonight, October 6, at the old Coeur d'Alene City Hall where they will hear testimony.

Mayor Vic Holmes, City of Rathdrum, had nothing new to report.

Mr. Dick Panabaker, City of Hayden, they have an issue with Strahorn Road which is owned by the City of Hayden Lake. It is a one way street with speed bumps and is unsuitable and objectionable to the surrounding neighborhoods. As it standings, Strahorn Road creates a lot of traffic on the bordering roads that are within the City of

Hayden. There are no sidewalks and a lot of children walk bordering streets to get to school. The people within the City of Hayden want and expect them to do something about it. City of Hayden Lake has no intention of doing anything, the country club does not want to give up a right-a-way to widen the road, and furthermore, he does not believe there is a polity will from the counsel in Hayden Lake to fight the country club to get anything done. They are at a standstill with this dangerous situation. There was a meeting last night, facilitated by Sean Hoisington, to explain to the people what their legal responsibilities are and what they can do. Many suggestions have been made. They cannot get anywhere with the City of Hayden Lake and the situation is severely impacting the people in Hayden. He stated he was not sure what they can do to rectify the problem?

Mr. Glenn Miles said KMPO was asked to take a look at the model with regard to one way streets. The information was provided to them. KMPO would only have input if, and when, the City of Hayden Lake comes to them for funding. If the funds being used were from LHTAC or KMPO, the board would have to make a decision whether or not they would support financing the project. The only position KMPO could have is to not support the funding of any improvement to Strahorn until it is brought up to an acceptable design standard – reducing impacts to the neighborhood and consistent with the KMPO plan.

Mr. Jim Mangan, Citylink, reported updates to ridership report. Looking at last year, it appears they have reached a plateau. Although there are probably still people in Kootenai County who have never heard of Citylink, the ups and downs are characteristic of reaching capacity or reaching the number of people who want to use the service. He would expect to see some growth as the margins of those who don't know about Citylink learn about and begin using the service; however, he would also expect ridership to fall off a bit if the economy recovers. Mr. Mangan asked if this would be addressed at the Public Transportation Plan Update Meeting. Mr. Glenn Miles explained the route into Hayden has plateaued as buses are reaching full capacity – at times, standing room only. Currently there are people being left on the street because there is not enough room on the bus. The next step would be to add another bus; however, adding a vehicle creates a distinct cost differential. Some areas have tapped the captive rider and so marketing must be directed toward to the discretionary rider. TransitPlus is looking at these additional riders, service alternatives, and new markets where people have not been riding. The service has not penetrated all areas. There are a couple of ways to get additional ridership. These types of discussions will take place on October 12.

Commissioner Todd Tondee, Kootenai County, had nothing to report.

Mr. Terry Sverdsten, East Side Highway District, added they have had several situations where protection liability coverage, a few IRCMP, had been denied. It made him wonder what the policy, the charter, looks at. If there are holes, it might be possible they may not have liability coverage.

Mr. Glenn Miles responded that he could not tell him where all the holes are, but could say that the two times they have had claims filed against them, they had coverage. Fortunately, neither of them really involved KMPO, but they were represented by ICRMP. Chairman Larkin asked Mr. Sverdsten if he had talked with Greg Ferguson at ICRMP. Mr. Sverdsten stated he planned on calling him.

Chair Larkin advised that he and Mr. Glenn Miles attended the Inland Pacific HUB meeting at ITD a couple of weeks ago. Sabine Reynolds, the marketing person for Burlington Northern, was tying everything together when Bridging the Valley came up. He made it clear that Burlington Northern was opposed it as they would not let any competition on their rails. Coming out of that meeting, he felt it was not fair that one rail carrier that does business within Kootenai County is on that board. He will be meeting the Union Pacific representative on the 21<sup>st</sup> or 28<sup>th</sup> and has already suggested they try to get them on the board.

There being nothing further before the Kootenai Metropolitan Planning Organization Policy Board, the regular meeting was adjourned at 2:14 p.m.

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Kelly A. Lund, Recording Secretary