



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**

**May 10, 2012 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 April 12, 2012 KMPO Board Meeting Minutes**
- 3. Public Comments**
- 4. KCATT Recap & Recommendations – No Recommendations**
- 5. Administrative Matters**
  - a. April 2012 KMPO Expenditures Report
  - b. 2012 Transportation Improvement Program, Amendment #2  
Kootenai County Request to Modify Section 5307 Fuel Match
  - c. KMPO 2013 Budget
- 6. Public Transportation**
  - a. Citylink Status Report – Alan Eirls
  - b. KMC Status Report – Toby Ruhs
  - c. Kootenai County Report– Christine Fueston
  - d. Rural Mobility Manager's Report – Clif Warren
  - e. KMPO Public Transportation Plan Update
- 7. Other Business**
  - a. Inland Pacific Hub Phase 2 Draft Final Report – Next Steps
  - b. Urban Balancing Committee Activities
  - c. KMPO Planning Update – Bonnie Gow
- 8. Director's Report**
- 9. Board Member Comments**
- 10. Adjournment**

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KOOTENAI METROPOLITAN PLANNING ORGANIZATION

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## MEETING MINUTES

Kootenai Metropolitan Planning Organization  
Regular Board Meeting  
May 10, 2012  
Post Falls City Council Chambers, City Hall, First Floor  
Post Falls, Idaho

### Board Members in Attendance:

|                             |                             |
|-----------------------------|-----------------------------|
| Clay Larkin, Chair          | City of Post Falls          |
| Vic Holmes, Vice Chair      | City of Rathdrum            |
| Terry Sverdsten             | East Side Highway District  |
| Todd Tondee                 | Kootenai County             |
| James Mangan                | Worley Highway District     |
| Jim Kackman                 | Coeur d'Alene Tribe         |
| Lynn Humphrey               | Post Falls Highway District |
| Monty Montgomery, Alternate | Lakes Highway District      |

### Board Members Absent:

|                   |   |
|-------------------|---|
| Tim Timmins       | City of Hayden                          |
| Damon Allen       | Idaho Transportation Department Dist. 1 |
| Deanna Goodlander | City of Coeur d'Alene                   |

### Staff Present:

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

### Attendees:

|                   |                             |
|-------------------|-----------------------------|
| Kevin Howard      | Worley Highway District     |
| Christine Fueston | Kootenai County             |
| Alan Eirls        | Citylink                    |
| Donna Montgomery  | Citizen                     |
| Bob Miller        | Post Falls Highway District |
| Robert Palus      | City of Post Falls          |
| Mark Boyle        | Idaho DEQ                   |
| John Pankratz     | East Side Highway District  |
| Eric Shanley      | Lakes Highway District      |

## **1. Call to Order – Clay Larkin, Chair**

The regular meeting of the Kootenai Metropolitan Planning Organization Policy Board was called to order by Chair Clay Larkin at 1:30 p.m. Chair Larkin excused absent board member Mr. Tim Timmins.

## **2. Approval of the Minutes**

**Mr. Jim Mangan made a motion to approve the April 12, 2012 KMPO Board meeting minutes as presented. Mr. Lynn Humphreys seconded the motion, which passed unanimously.**

### **3. Public Comments**

There were no public comments.

### **4. KCATT Recap & Recommendations – No Recommendations**

There were no KCATT recommendations.

### **5. Administrative Matters**

#### **a. April 2012 KMPO Expenditures Report**

Mr. Glenn Miles stated the most notable expense was to DAYCAD for the HP Plotter, the remaining were basic expenses. In response to Mr. Mangan's question, Mr. Miles explained the Regional Fly-in Registration was to Washington, D.C.

**Mr. Lynn Humphreys made a motion to approve payment of the April 2012 expenditures. The motion was seconded by Mr. Jim Mangan, which passed unanimously.**

#### **b. 2012 Transportation Improvement Program, Amendment #2 Kootenai County Request to Modify Section 5307 Fuel Match**

Mr. Glenn Miles stated the county was awarded a changed matching rate and said they believed they were going to need an amendment. Since the line item is in the budget and already in the grant, Federal Transit Administration indicated an amendment to the TIP was not necessary.

Chair Clay Larkin noted no action was required.

#### **c. KMPO 2013 Budget**

Mr. Glenn Miles introduced the draft 2013 budget to the Board in March and solicited their comments and feedback. Included with the budget were three approaches to allocate the local match A) historical match B) population and C) leveled match. He stated the board wanted to take it under advisement and asked it be presented to them again for action in May. In his report, Mr. Miles provided a discussion as well as the basis for what they would need for a recommendation or vote on how they want to deal with the distribution. He explained the reason for adopting the budget now was to ensure each jurisdiction had the budget available for their budgeting process. He said an adjustment to the budget may be necessary based on the on actual amount of carry over funds that may be available.

Chair Larkin stated if a motion came forward, it should probably be to adopt A, B, or C.

Mr. Jim Mangan stated he had looked at A, B, and C and said the basis for calculating the historical match seemed a little vague and commented B and C both had valid arguments. Mr. Mangan proposed, as a motion, they adopt as the allocation for match, the average between the population and level match making the actual amount a midpoint between those amounts, honoring the arguments for both.

**Mr. Jim Mangan made a motion for the Local Participation allocation be an average of methods B and C as described in the staff memo. The motion was seconded by Terry Sverdsten.**

Mr. Todd Tondee stated he was not part of the board when it was formed, but said he thought some of the discussion was everyone that had a seat at this table had equal voting rights and said that is where the level would be the most fair.

Mr. Glenn Miles explained the basis for that in 2003 was there were 9 members on the board, and said he believed it was just taking the local match and dividing it by the number of board members. He stated when they look at a historical amount of funding that goes to jurisdictions the value of projects does not follow population, but rather the type and size of the projects that are selected. Mr. Miles commented in looking at a 20 year history of projects, they will see bumps and valleys of jurisdictions getting funds just by virtue of the fact, that they do not pick a project or the value of a construction project based on the size of the jurisdiction, but rather the cost of the project is based on what they are trying to accomplish. He stated in the case of Hayden Lake, which is not on the board, but represented by Lakes Highway District – Lakes contributes, but Hayden Lake is getting (approximately) a \$460,000 project on Miles Avenue. He noted Hayden Lake will probably not get another project for quite some time. Mr. Miles said, on the flip side, the City of Hayden has Ramsey Road Extension and the Government Way project that they have already improved so the return on their investment over time averages it out. He commented the idea of the flat line was everyone will eventually get their fair share as they submit projects for consideration.

Mr. Miles stated the population took it one step further in that population was only one indicator of need. He commented that often times when there is more population within a jurisdiction, the need would be greater because there would be more wear and tear requiring the roads to be updated to higher standards. Mr. Miles stated, in that regard, the City of Coeur d'Alene had a number of projects from Government Way to I-90. He noted they were on Phase 3 of Government Way and have probably used \$6 – 8M over the last 6 years. Mr. Miles stated they have more population, but said their cost of widening from a 2 lane with no shoulders and no sidewalk to a full urban standard is much more extensive and said the propensity is that they are going to be having bigger and more expensive projects over time. He commented those were some of the discussions that have occurred over time.

As there were no further questions or discussion, Chair Larkin requested a roll call vote be taken.

## **Roll Call**

|                                    |            |                        |            |
|------------------------------------|------------|------------------------|------------|
| <b>Monty Montgomery, Alternate</b> | <b>Aye</b> | <b>James Mangan</b>    | <b>Aye</b> |
| <b>Lynn Humphrey</b>               | <b>Nay</b> | <b>Todd Tondee</b>     | <b>Nay</b> |
| <b>Jim Kackman</b>                 | <b>Nay</b> | <b>Terry Sverdsten</b> | <b>Aye</b> |
| <b>Vic Holmes, Vice Chair</b>      | <b>Nay</b> |                        |            |

**Chair Larkin stated No votes prevailed and commented there was not a tie which would have required his vote. The motion failed.**

**Mr. Jim Mangan moved they adopt the 2010 Population method for the Local Participation allocation. Mr. Lynn Humphreys seconded the motion, which passed with one Naye.**

Chair Larkin commented that they were now going to address the adoption of the 2013 budget which was in the packet and said it was put off last month to see where they were going with match.

Mr. Miles stated the total budget for 2013 is \$396,434 of that \$40,883 is local match. Mr. Miles stated they would note that in grant funds they have a potential of \$557,000 and said they had not budgeted the entire amount and would like to be able to amend the budget later if the Board should have a special project or a corridor study coming up that they want to be able to allocate those funds to later. He noted the operating budget is based on what they have right now.

**Mr. Jim Mangan moved to approve the 2013 annual budget as presented in the staff report. Mr. Terry Sverdsten seconded the motion, which passed unanimously.**

### **1. Public Transportation**

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

Mr. Alan Eirls reported there was no one particular reason for the drop in riders, but said the A, B, C, and Link all fell some. He noted the rural routes were up and believed it might be due to riders realizing the Rural on Demand system was available.

Mr. Eirls reported the new Citylink route schedules were going into effect Monday, May 14, 2014. He stated they would be placing new schedules in the buses and delivering them to places that had some significant bearing on the area they would be servicing. Mr. Eirls commented he believed the early posting of the new signs may have caused some confusion for riders and said he had contacted the drivers, explained the duplication and asked them to pick up riders who were standing by the new signs even though it was not yet an existing stop. He noted things moving along smoothly now. Mr. Eirls stated the cities were aware of the target dates and were gracious in handling the installations and removals of the signage. He understood the old signs would be

removed next week, but said they want to ensure the news signs were in place. Mr. Eirls noted there was a little confusion for Citylink around Post Falls City Hall today where they were preparing for an event with the Clydesdales horses. The driver was aware of the situation and was working around the event.

Mr. Eirls reported there were deep potholes in the Riverstone facility parking area. He stated they had ordered 2 truckloads of cut/crushed gravel and would be having a small grader brought in to repair the potholes.

Chair Larkin stated the Clydesdale would be in the Post Falls City Hall parking at 4:00 p.m. today for a fund raiser.

#### **b. KMC Status Report – Toby Ruhs**

In Mr. Toby Ruhs' absence, Mrs. Christine Fueston provided the Paratransit report. Ms. Fueston stated Mr. Ruhs' report shows they have gone back up and were closing in on 1,600 passengers again. They continue to work between the two systems to even out loads and ensure everyone has a ride.

Ms. Fueston noted the vehicle that had been damaged by the logging truck in April was expected to be out of service until the end of June – the beginning of July. She said if it became necessary, First Transit had an older lift-equipped vehicle that could be deployed for a small cost.

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

Ms. Fueston reported on First Transit performance stating they have climbed every month and said their increase was now more marginal. She said with the reduction of the Paratransit service area they hope to become more efficient. Ms. Fueston reported from March to April of this year, for 26 more passengers, their cost was \$99.00 and noted as they get more people qualified and in the service area, they become more efficient. She commented there had been a meteoric rise in the ridership numbers, 370% from where they started, and said they are bearing down on 300 ADA eligible.

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

Mr. Clif Warren was not present. Chair Larkin noted Mr. Warren's report was included in the board packet. Mr. Miles stated there were a couple of things in Mr. Warren's report he would like to bring to their attention. He stated the I-Way program being run by ITD through the CTAI, Community Transportation Association of Idaho has designated Kootenai County a standalone LMMN (Local Mobility Management Network). Mr. Warren is working to reconcile the I-Way plan and its use of strategies to add as an appendix to the Public Transportation Plan.

Mr. Miles stated on May 24, 2012, at the ITD District 1 offices from 4:30 – 6:30 p.m., there would be two vendors who have submitted proposals for providing inter-city bus

service from Bonners Ferry to Boise. He commented they would have display boards on their proposals and said ITD had asked them to hold the meeting so people can comment on the proposals and they take suggestions from the public. He noted they will have to submit a final operating plan by June 19, 2012 for the board's consideration and said it would be put on their consent calendar in September.

Chair Larkin noted the link [www.i-way.org](http://www.i-way.org) and asked if they would present proposed schedules, times, etc.

Mr. Miles stated he did not believe schedules and times were available yet, but said they have the proposals and noted Mr. Warren should be forwarding a summary to be distributed to the board, KCATT, and the e-mail group.

#### **e. KMPO Public Transportation Plan Update**

Mr. Glenn Miles stated they were attempting to reconcile the rural program into the Public Transportation Plan. He noted the Plan was on the website, had let everyone know it was there and were receiving public comments. Mr. Miles stated they should be able to present it to the board in June.

2:10 P.M. Chair Larkin noted board member, Terry Sverdsten had been excused to attend another meeting.

### **7. Other Business**

#### **a. Inland Pacific Hub Phase 2 Draft Final Report – Next Steps**

Mr. Miles reported the Inland Pacific Hub Board met on Tuesday at Center Place in the Spokane Valley. He stated they did not have a quorum to take action on accepting the Phase 2 report; however, they did, by consensus, agree they would like it to move forward to the two respective MPO Boards. He stated they will be getting copies of the draft report to them. Mr. Miles said the Phase 2 report is considered a blueprint of policy and strategies that the IPH Board believes would improve economic development and commerce in the 18 county regions over the next 20 plus years. He stated they have recommended some policy strategies, some implementation strategies, and then bundled various items together as a series of projects for the near term, short term, mid-term and long-term and noted the bundles go as far out as 2035. He stated the question that really came down from an MPO was should MPOs be advocates for transportation improvements in the region that support or promote economic development opportunities. He commented some felt MPOs should just do planning. Mr. Miles indicated there is a distinction between advocacy and lobbying and said MPO's receive Federal aid funds and are prohibited from lobbying members of Congress or other elected officials to get a project. He commented there are no prohibition for educating and advocating for what is contained in their regional transportation plans. The updated final draft with recommendations should be available for the July board meeting.

## **b. Urban Balancing Committee Activities**

Mr. Glenn Miles stated the Urban Balancing Committee met on April 20<sup>th</sup> and decided that an additional meeting would be necessary on May 17<sup>th</sup> to develop the 2013-2017 Urban program. The program next year will have 3 projects in preliminary development Miles Avenue, Seltice-Mullan project, and the Ramsey Road extension. Government Way project is in the program for 2015. KMPO will not be able to advance any of those projects in Preliminary Development since they do not have a completed concept report.

## **c. KMPO Planning Update – Bonnie Gow**

Ms. Bonnie Gow reported that at the last workshop with local jurisdiction staff, an assignment was given out to each to hand-place the remaining land uses – dwelling units, retail, and medical. She had received the hand-placed land use from all the jurisdictions except two and said they would be turning them in to her today. Once that is received, she will finish putting the land use together and then will be putting that into the new model update. She stated there would be another workshop on the 22<sup>nd</sup> and noted it would be at ITD immediately after the KCATT meeting and was scheduled 9:30 – 11:30 a.m. Ms. Gow stated they will be going over lane capacities, nodes and link delays, intersection control types and Federal Functional Classifications of roadways.

Ms. Gow reported she had gone to Portland May 7<sup>th</sup> and 8<sup>th</sup> for training at PTV America. She explained they reviewed all the external stations and said she updated them with the traffic counts there were available from 2010. Ms. Gow stated she finished the new calculations today and sent them to PTV for their review.

## **8. Director's Report**

Chair Larkin noted Mr. Glenn Miles had the Director's Report in the Board packet and commented it was a good overview.

Mr. Miles noted the Public Transportation Plan Update was on schedule for approval in June.

Mr. Kackman stated he had noticed the appendices referenced in the update were not posted on the website.

## **8. Board Member Comments**

Chair Larkin welcomed Mr. Monty Montgomery who was sitting in for Mr. Marv Lekstrum.

Mr. Lynn Humphreys wished good luck to the candidates in the upcoming elections. He noted Mother's Day was Sunday, May 15, 2012, and wished the mothers in the audience a Happy Mother's Day.



Chair Larkin noted the Lyon's Club held a Mother's Day breakfast every year at the Senior Center between 8:00 – 11:00 a.m., and said they feed several hundred people. He reported there was heavy equipment being mobilized on Beck Road and said they were hoping to start using it by the end of May. Chair Larkin noted there was a ground breaking for the new Kootenai County Boys and Girls Club near the library and stated they appreciated Commissioner Tondee's attendance. He commented a blue ribbon opening was expected to take place around Thanksgiving.

## **10. Adjournment**

**There being nothing further before the Kootenai Metropolitan Planning Organization Board, Mr. Jim Mangan made a motion to adjourn the May 10, 2012 meeting. The motion was seconded by Mr. Jim Kackman, which passed unanimously.**

**The regular meeting was adjourned at 2:29 p.m.**

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Kelly A. Lund, Recording Secretary