



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

July 12, 2012 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 – Clay Larkin, Chair**
- 2. Approval of June 14, 2012 KMPO Board Meeting Minutes**
- 3. Public Comments**
- 4. KCATT Recap & Recommendations – No Recommendations**
- 5. Administrative Matters**
 - a. June 2012 KMPO Expenditures Report
- 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. 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
 July 12, 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
James Mangan	Worley Highway District
Tim Timmins	City of Hayden
Jim Kackman	Coeur d'Alene Tribe
Rod Twete	Lakes Highway District
Deanna Goodlander	City of Coeur d'Alene

Board Members Absent:

Todd Tondee	Kootenai County
Lynn Humphrey	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	Citizen
Eric Shanley	Lakes Highway District
Dan Malcolm	Lakes Highway District
Sean Hoisington	City of Hayden
Kelly Brownsberger	Post Falls Highway District
Ken Nichols	Century West Engineering
Alan Eirls	Citylink
Christine Fueston	Kootenai County

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 Mr. Todd Tondee for his absence.

2. Approval of the Minutes

Mr. Terry Sverdsten noted the word “with” was missing from a sentence on page 2 under “Citylink Status Report” on line 9, “...many riders were familiar [with] them...”

Mr. Jim Mangan made a motion to approve the KMPO Board meeting minutes as corrected. Mr. Terry Sverdsten seconded the motion, which passed unanimously.

3. Public Comments

There were no public comments.

4. KCATT Recap & Recommendations – No Recommendations

Chair Larkin noted there were no KCATT recommendations.

5. Administrative Matters

a. May 2012 KMPO Expenditures Report

Mr. Miles explained the \$5.00 Southwest Airlines travel charge was a Passenger Facility Charge.

Mr. Tim Timmins made a motion to approve payment of the June 2012 expenditures. The motion was seconded by Deanna Goodlander, which passed unanimously.

6. Public Transportation

a. Citylink Status Report – Alan Eirls

Mr. Alan Eirls said when comparing June last year to June this year, they have dropped 19,000 riders. It was noted that this was the first month that did not reflect any numbers from the A Route which was eliminated mid-May. He could not contribute the overall drop to any one single group, but believed it was due to a combination of factors. Mr. Eirls noted there were not a lot of breakdowns during the month.

Mr. Eirls received a complaint from someone who had moved into the area expecting service into Hayden. He explained the cutbacks, hold on future plans until there were developments in funding and referred her to Ms. Fueston.

Chair Larkin commented on the drop in ridership since February and asked Mr. Eirls what impact it had on cost of boarding and operation. Mr. Eirls will provide a report in September which will reflect two full months of the service reduction.

Mr. Eirls said the lack of longevity of the fleet would have a long term impact on the cost of ridership. Their expenses are in line; however, the buses are currently under warranty and they are incurring substantial costs in transporting the fleet back and forth to Medical Lake for repairs. Mr. Eirls is attempting to order one more bus before October for a December delivery. Mr. Jim Kackman noted ridership for the B and C

Routes had reduced substantially and requested Mr. Eirls explore operational changes within those routes that may make them more efficient for riders. He was not suggesting expanding or changing the routes, but seeking operational recommendations which may include changes to route times and frequencies. Mr. Eirls noted the C Route reflected the most significant impact.

b. KMC Status Report – Toby Ruhs

In Mr. Toby Ruhs absence, Ms. Christine Fueston reported medical trips continued to increase and said they carried 312 Paratransit passengers last month. They are sharing riders between the two Paratransit services and still have some capacity in the First Transit vehicles as they are not running full time.

c. Kootenai County Report– Christine Fueston

Ms. Fueston said she and Mr. Eirls had previously discussed reviewing the routes at three months and six months and will consider changes that may be more beneficial. It has been her experience that there is a significant dip in ridership following any service change and said it is likely an even greater dip occurred due to the loss of a route.

Ms. Fueston provided the annual operating costs for Citylink. Due to the service change, costs in May were less than previous months. The board was given a conservative estimate for the grant budget which reflected the reduced service. Ms. Fueston is only going forward with \$731,269 which is for complimentary Paratransit for fixed route operating and planning at this point. The “un-apportioned funds” will be included in the grant application. She commented that currently there is approximately \$240,000 left from last year’s grant for buses. Ms. Fueston has been working on the scheduling software, RouteMatch, for Paratransit and said they will start discussions on the contract next week.

The Transportation Improvement Program which the board approves, has an amount of \$1.7M. Mr. Miles noted the grant request was below that amount and for operations and activities which fall within the purview of what had been approved with the Transportation Improvement Program. Mr. Miles suggested Ms. Fueston move forward and base her submittal to FTA on what is in the Transportation Improvement Program. Mr. Miles stated a vote would not be required unless FTA determined there was a significant design concept, scope or cost change. He said historically, this is an operations issue and noted it fell within the scope and below the budget. It was noted that Ms. Fueston presented the matter to the board and the consensus of the board was that it fits within the confines of the existing Transportation Improvement Program.

Chair Larkin requested Ms. Fueston send future material electronically to KMPO for inclusion in the KMPO Board packet.

Ms. Fueston reported Craig Wilcox took a position in Portland leaving a vacancy on the Public Transportation Advisory Council for District 1. If anyone was interested, or knows of someone who may be interested, they can contact her or Mr. Clif Warren.

d. Rural Mobility Manager's Report – Clif Warren

Mr. Clif Warren was not present. Mr. Miles noted the position on the Public Transportation Advisory Council (PTAC) previously held by Craig Wilcox will be posted until the end of the month.

e. KMPO Public Transportation Plan Update

Mr. Miles reported the final Draft of the Public Transportation Plan Update had been delivered by TransitPlus. Ms. Suzanne O'Neill worked with KMPO to develop a 20+ year plan looking at the public transportation needs of Kootenai County and a small portion of Benewah County. The plan has gone through a significant public involvement process. Information regarding the State of Idaho's new Public Transportation Plan categories had been added to the Appendix. The update meets all requirements and provides operational and institutional recommendations. Mr. Miles stated it was ready for adoption.

Mr. Jim Kackman made a motion to approve the final Public Transportation Plan Update.

Mr. Jim Mangan stated he would like one more month to review the document. Vice Chair Vic Holmes concurred with Mr. Mangan and noted the Agenda read "update" rather than "approval."

Chair Larkin stated the motion failed for lack of a second and noted it would be back on the Agenda in August.

7. Other Business

a. KMPO Planning Update – Bonnie Gow

Ms. Bonnie Gow reported they had finished the draft land use data, the descriptions and had regrouped them to match Department of Labor categories. She will present it to KCATT for approval during the July meeting and anticipates it will be presented to the KMPO board in August. KCATT is reviewing lane capacities. Ms. Gow has done an initial run of the 2010 model and is comparing results to previous calibrations.

8. Director's Report

Mr. Miles reported they have developed the draft 2013 input for the Urban Balancing Committee. The Miles Avenue project is advancing in to 2014/2015. The Government Way project, Hanley to Prairie, will also incorporate the Wilbur Road project,

Government Way to Highway 95, in conjunction with ITD's light project at Wilbur and Highway 95. In 2013, they will look at advancing other projects including the Seltice/Mullan Congestion Mitigation Project and the Ramsey Road Extension Project.

The Inland Pacific Hub Study has their Final Draft Phase 2 Report. Mr. Miles has asked the project manager from SRTC, Ryan Stewart, to give a presentation on the final draft report at the KMPO and KCATT meetings. The report contains projects and strategies to increase economic development through transportation investments over a nineteen-county area. Mr. Miles noted there was a recommendation that they continue to preserve the Huetter Corridor. He said it will be KMPO's responsibility to accept the report because it covers more than just KMPO and was co-funded by WSDOT, SRTC, KMPO, and ITD. The report can be viewed at www.inlandpacifichub.org.

Mr. Miles continues to sit on the City of Hayden Impact Fee Committee.

They will start working on the 2013 Unified Planning Work Program October 1. During the last KCATT meeting, the question was raised, is there a systematic way of dealing with road jurisdiction. KMPO proposed putting together a scope of work analyzing procedures, operations, and the fiscal impact associated with these changes. Based on comments from some of the board members, Chair Larkin gave Mr. Miles direction to move forward with the proposed scope of work.

Mr. Miles updated the board on the budget.

A 2-year transportation bill was passed by Congress and signed by President Obama last Friday. Mr. Miles noted it changed significantly from SAFETEA-LU consolidating a number of programs; however, noted they did not eliminate many of the eligibilities, but placed them into different program areas. The intent was to make it easier to address the critical needs of an area. Mr. Miles provided the board an update of the changes and noted funding remained at the 2009 – 2012 levels. Ms. Goodlander's requested Mr. Miles send an e-mail providing a bullet point of the update. In response to Mr. Sverdsten inquiry about the possibility of local match being reduced, Mr. Miles explained that there had been a few occasions where the match had been waived and explained the process of federalizing projects.

9. Board Member Comments

Ms. Deanna Goodlander, City of Coeur d'Alene, reported they were moving forward on the Government Way project. She said it would be a nice corridor and commented that it would take a lot of pressure off US 95 and 4th Street.

Mr. Rod Twete, Lakes Highway District, reported they were getting ready for seal coating starting Monday; they are scheduled to regrind and then add an asphalt layer on Perimeter Road next week; construction on Parks Road is scheduled to begin shortly.

Vice Chair Vic Holmes, City of Rathdrum, invited everyone to Rathdrum Prairie Days July 20 – 22.

Mr. Tim Timmins, City of Hayden, reported they will start chip sealing in the next two weeks. Wyoming Avenue is currently under construction; nearly all required rights-of-ways have been acquired. Mr. Timmins noted Ms. Bonnie Gow would be sitting on the Ramsey Road Extension Technical Advisory Committee which will meet in two weeks.

Mr. James Mangan, Worley Highway District, reported they are starting an intersection relocation project at Kidd Island Road and Hull Loop; site distance for that intersection will increase to approximately 200 feet. A public hearing will be held later this month at the Mica Grange for a long term Kidd Island Road improvement realignment; one of the three alternatives includes a roundabout. Mr. Mangan noted the ITD board meeting would be held on July 19th.

Mr. Terry Sverdsten, East Side Highway District, reported they will have the right-of-way acquisition along Burma Road all done and noted construction was not set for this year. Procurement fell within the bounds originally set; however, engineering costs have run over as they had found some wetlands which needed to be re-evaluated.

Chair Larkin noted he would be addressing the ITD Board during the meeting on July 19th between 9:35 – 9:50 a.m. The “Does Freight Power Idaho’s Economy” meeting will be held on July 24th 2:00 – 5:00 p.m. Mr. Miles commented that ITD had done a great outreach effort and commented that although Highway 95 and I-90 have been big topics in the north, this also includes aviation and rail. They are looking at the bigger picture to see what can be done to improve the freight and goods transportation system within Idaho.

Chair Larkin said the Urban Renewal Program was supposed to have funded a \$725,000 - \$750,000 pedestrian accommodation under the freeway on Highway 41; however, before further action could be taken, the agency needed to include the project in their plan. The project was included and returned to the council for final decision. Chair Larkin stated it came down to the prudent use of Urban Renewal Funds on an ITD wholly owned highway right-of-way. The council voted 5 to 0 to reject the amendment. He noted other funding methods were available and said ITD would look at it if the opportunity presented itself. Beck Road is progressing, rights-of-way have been taken care of; they are still anticipating a Thanksgiving completion. Although Federal Highways did not authorize an Interchange Justification Report, they did approve the building of an overpass at Greensferry. There is a likelihood Urban Renewal may pay for the project in its entirety. The project appears to be back on track. Later today, the City of Post Falls will welcome the Herborn Big Band from their sister city, Herborn, Germany. The band will give a free concert at Q'emiln Park on Saturday, July 14, 2012, at 6:00 p.m. On Sunday, the Tribe will host a lunch and provide a tour of their facilities followed by a performance by the tribal drummers and singers. The Herborn band will depart Monday.

Mr. Timmins invited everyone to attend the Coeur d’Alene Airport airshow scheduled for August 18 – 19.

10. Adjournment

There being nothing further before the Kootenai Metropolitan Planning Organization Board, Mr. Jim Mangan moved to adjourn the July 12, 2012 meeting. The motion was seconded by Ms. Deanna Goodlander, which passed unanimously.

The regular meeting was adjourned at 2:05 p.m.

Kelly A. Lund, Recording Secretary