



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  
December 12, 2013 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 October 10, 2013 KMPO Board Meeting Minutes**
- 3. Public Comments**
- 4. KCATT Recap & Recommendations**
  - a. Federal Functional Classification Requests – Acceptance
- 5. Administrative Matters**
  - a. October 2013 KMPO Expenditures
  - b. November 2013 KMPO Expenditures & Financial Report
  - c. Election of Officers
  - d. 2014 KMPO Board Meeting Dates & Locations
- 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 – Susan Kiebert
- 7. Other Business**
- 8. Director's Report** (written report included in Board packet)
- 9. Board Member Comments**
- 10. Next Meeting – January 9, 2014**
- 11. Adjournment**

For special accommodation/translation services, call 1.208-930-4164, 48 hours in advance. KMPO assures nondiscrimination in accordance with Title VI of the Civil Rights Act of 1964, and Civil Rights Restoration Act of 1987 (P.O. 100.259) and the Americans with Disabilities Act.

## MEETING MINUTES

Kootenai Metropolitan Planning Organization  
Regular Board Meeting  
December 12, 2013  
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 Humphreys	Post Falls Highway District
Rod Twete	Lakes Highway District
Deanna Goodlander	City of Coeur d'Alene

### Board Members Absent:

Tim Timmins	City of Hayden
Damon Allen	Idaho Transportation Department Dist. 1

### Staff Present:

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

### Attendees:

Monty Montgomery	Lakes Highway District
Donna Montgomery	Citizen, KMPO Public Trans Roundtable
Sean Hoisington	City of Hayden
Christine Fueston	Kootenai County
Christopher DeLorto	HDR

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

The regular meeting of the Kootenai Metropolitan Planning Organization Policy Board was called to order by Chairman Clay Larkin at 1:30 p.m. Chair Larkin requested a moment of silence in memory of Cliff Hayes, Kootenai County Clerk and former Police Chief for the City of Post Falls. He noted Greg Delavan, Coeur d'Alene Airport Manager, was in attendance, as well, as Linda Wilhelm, who will begin serving on the KMPO Board next month upon Chair Larkin's retirement.

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

**Mr. Jim Mangan made a motion to approve the October 10, 2013 KMPO Board meeting minutes. Vice Chair Vic Holmes seconded the motion, which passed unanimously.**

### **3. Public Comments**

Linda Wilhelm thanked Chair Larkin for his service on the Board, to the community, and for his great vision for the City of Post Falls. She has learned much from him over the past 15 years and wished him well in his retirement.

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

#### **a. Federal Functional Classification Requests – Acceptance**

Mr. Miles said KCATT recommended the Board approve the 2013 update of the Federal Functional Classification system; if approved, the documents will be forwarded to ITD.

**Vice Chair Vic Holmes moved the Board accept the Federal Functional Classification requests. Mr. Rod Twete seconded the motion, which passed unanimously.**

### **5. Administrative Matters**

#### **a. October 2013 KMPO Expenditures**

#### **b. November 2013 KMPO Expenditures & Financial Report**

**Vice Chair Vic Holmes made a motion to approve the reimbursements and payments for October and November 2013. Mr. Rod Twete seconded the motion, which passed unanimously.**

#### **c. Election of Officers**

**Mr. Jim Mangan moved to nominate Vic Holmes as the new KMPO Chair. Ms. Deanna Goodlander seconded the motion, which passed unanimously.**

**Mr. Lynn Humphreys nominated Jim Mangan as the new KMPO Vice Chair noting the growth potential of Worley Highway District. Mr. Rod Twete seconded the motion.**

Mr. Mangan noted Lakes and Post Falls Highway Districts were more closely situated to traffic issues in the urban areas; after some discussion, Mr. Mangan withdrew his objection.

**The nomination passed unanimously.**

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

#### **d. 2014 KMPO Board Meeting Dates & Locations**

Mr. Miles noted the 2014 meeting dates had been reviewed by their staff; conflicts appear to have been avoided. The May KCATT meeting has been changed to the 3rd Tuesday of the month due to the Memorial Day weekend.

**Mr. Lynn Humphreys moved to approve the 2014 KMPO/KCATT Meeting Dates. Mr. Mangan seconded the motion, which passed unanimously.**

## **6. Public Transportation**

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

Chair Larkin noted Mr. Eirls absence; the Citylink report had been received electronically and would be entered into the record. It appears monthly ridership has stabilized around 32,000 – 34,000.

Ms. Fueston reported there was an assault on a bus driver last night. The incident was attended to by Coeur d’Alene police; two individuals were arrested. The driver is okay. This is the second assault in recent months. Citylink takes violent actions seriously and has a “no tolerance” policy in place; they will step up security as well as their effort with police and are looking into installing cameras on the buses.

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

In Mr. Ruhs absence, Ms. Fueston provided the KMC report noting everything is going well; ridership continues to increase as KMC has more facilities and services.

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

Ms. Fueston noted the Board received a copy of her report in their packet; Paratransit is just under \$35,000 a month and keeps growing. This morning, they learned one of the buses will need a new engine. Although the bus is under warranty, it is expected to be out of service for about a month which will impact service because there are no spare vehicles.

Although approval has been given to proceed with the purchase of Lot 1 for the Transit Center at Riverstone, the Tribe felt strongly that they should acquire Lots 1 and 2. FTA has responded to their preliminary request and asking them to submit a formal request along with a number of documents, including, a change of scope, budget, and schedule, a funding commitment, and the Tribe’s authority to do the acquisition. Ms. Fueston will be preparing the items which are due January 10, 2014. They are hoping to get FTA’s approval. She has discussed the matter with the City and the possibility of obtaining State urban funding with Mr. Miles.

Ms. Fueston noted there were a number of reports that need to be done by year-end. In response to a question from Mr. Mangan, she explained no-shows in Paratransit were common and run high in all systems as many of those transported are very ill. Ms. Fueston counsels habitual offenders and said they try to be lenient as they are a lifeline to many; progress has been made and no-show numbers are down. They are approaching a client base of nearly 500 which does not include KMC; they are in the neighborhood of 1,500-1,800 clients.

Mr. Kackman told Ms. Fueston she was doing a very good job helping the Tribe with the transit center and said they appreciated her efforts. The Tribe is committed to the goal; it is a complex matter involving a multitude of entities and a large amount of money. The Board and Mr. Miles concurred with Mr. Kackman and thanked Ms. Fueston for her efforts.

On behalf of the transit groups and her colleagues, Ms. Fueston thanked Chair Larkin and said they appreciated him being a strong supporter of public transit.

#### **d. Rural Mobility Manager's Report – Susan Kiebert**

Ms. Kiebert was not present. Mr. Miles reported that there had been a change in the Public Transportation Advisory Council (PTAC) in District 1. Member Gretchen Hellar from Sandpoint had recently resigned; he understands the ITD Board received a recommendation that Representative George Eskridge be appointed to that position. PTAC and the Interagency Working Group will be meeting January 21st and 22nd in Boise; they will continue the discussion on how to divide the limited funds which are available for public transportation.

#### **7. Other Business**

Mr. Miles noted there was no additional business.

#### **8. Director's Report (written report included in Board packet)**

At a national level, there is a discussion on the primary freight network. Mr. Miles felt it was particularly important for this region as only a 12 mile segment of roadway in southern Idaho had been included. Once the network is complete, major ports and states throughout the U.S. are expecting it to be the basis for a funding program which would strategically target transportation investments in an effort to bolster the network. He pointed out that it was not actually a network, but segments of roadways throughout the U.S. and noted railroads were not considered in the designation. He will be drafting some recommended changes and said ITD is expected to comment on the matter. Mr. Miles said the network should be corridor and multi-modal based since freight does not recognize just one mode of transportation; the criteria used for selecting the network was discussed.

#### **9. Board Member Comments**

Ms. Goodlander reported this was her last meeting as she will be retiring after the first of the year. She thanked everyone and said she appreciated Ms. Fueston's hard work. The City of Coeur d'Alene will appoint a new City Council person.

Mr. Humphreys reported Post Falls Highway District was working on a mile long widening project on Prairie Avenue from Huetter Road to Meyer Road; it is expected to be under construction next summer. The Highway District is preparing for snow. He thanked Chair Larkin for his service to KMPO since its inception.

Mr. Kackman thanked Chair Larkin for his years of service to the Board.

Mr. Vic Holmes also thanked Chair Larkin and said he believed both Chair Larkin and Ms. Goodlander would continue to be "champions" for their cities.

Mr. Mangan joined the others in wishing Mayor Larkin a rich retirement.

Mr. Tondee also wished both Chair Larkin and Ms. Goodlander well saying they served the public well. He commented that they lost a great public servant in the passing of Cliff Hayes.

Mr. Sverdsten thanked Chair Larkin for his service on the Board and said he has done an outstanding job. He commented that he had spoken with Mr. Miles about creating an

outline for the Board in an effort to understand their obligations and commitment to the community.

Mr. Miles has been working on the outline. On behalf of ITD District 1, Mr. Miles had been asked to read a letter addressed to the KMPO Policy Board. In the letter, ITD thanked Chair Larkin for his dedicated service and provided a photo of the first KMPO Board.

In appreciation for Chair Larkin's many years of service to KMPO, cake and refreshments were served following the meeting.

**10. Next Meeting** – January 9, 2014

**11. Adjournment**

**There being nothing further before the Kootenai Metropolitan Planning Organization Board, Mr. Jim Mangan moved to adjourn the December 12, 2013 meeting; all seconded. He motion passed unanimously.**

**The regular meeting was adjourned at 2:13 p.m.**

---

**Recording Secretary**