



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
October 8, 2015 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 – Mayor Vic Holmes, Chair**
- 2. Changes to the Agenda and Declarations of Conflicts of Interest**
- 3. Approval of September 10, 2015 KMPO Board Meeting Minutes**
- 4. Public Comments** (limited to non-agenda items 3 minutes).
- 5. KCATT Recap & Recommendations – No Recommendations**
- 6. Administrative Matters**
 - a. September 2015 KMPO Expenditures & Financial Report
- 7. Public Transportation (Informational Items Provided to KMPO)**

KMPO is not the Designated Recipient of FTA Funding for the provision of transit Service in Kootenai County. These informational items are provided as a service to the public and to local jurisdictions. Questions related to service, schedules, or concerns should be directed to Kootenai County.

 - a. Kootenai County Urban and Specialized Transit Report – Corey Clarke
 - b. Rural Transit Report – Alan Eirls
- 8. Other Business**
 - a. KMPO-Kootenai County MOU – Memo Attached
- 9. Director's Report** (written report included in Board packet)
- 10. Board Member Comments**
- 11. Next Meeting – November 19, 2015**
- 12. Adjournment**

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MEETING MINUTES

Kootenai Metropolitan Planning Organization
Regular Board Meeting
October 8, 2015
Post Falls City Council Chambers, City Hall, First Floor
Post Falls, Idaho

Board Members in Attendance:

James Mangan, Vice Chair
Terry Sverdsten
Marc Eberlein
Kerri Thoreson
Jim Kackman
Terry Werner
Rod Twete
Dan Gookin

Worley Highway District
East Side Highway District
Kootenai County
City of Post Falls
Coeur d'Alene Tribe
Post Falls Highway District
Lakes Highway District
City of Coeur d'Alene

Board Members Absent:

Vic Holmes, Chair
Dick Panabaker
Damon Allen

City of Rathdrum
City of Hayden
Idaho Transportation Department Dist. 1

Staff Present:

Glenn Miles
Bonnie Gow
Kelly Lund

Executive Director
Senior Transportation Planner
Executive Secretary

Attendees:

Diane Fountain
Sean Hoisington
Alan Eirls
Corey Clark
Donna Montgomery
Greg Delavan

Lakes Highway District
City of Hayden
Citylink
Kootenai County
KMPO Volunteer
Coeur d'Alene Airport

1. Call to Order – Jim Mangan, Vice Chair

The regular meeting of the Kootenai Metropolitan Planning Organization Policy Board was called to order by Vice Chair, James Mangan at 1:30 p.m.

2. Changes to the Agenda and Declarations of Conflicts of Interest

Mr. Rod Twete made a motion to approve the October 8, 2015 KMPO Board agenda as presented. Ms. Kerri Thoreson seconded the motion, which passed unanimously. Vice Chair Mangan concurred.

Vice Chair Mangan noted there were no statements of conflicts of interest.

3. Approval of September 10, 2015 KMPO Board Meeting Minutes

Ms. Kerri Thoreson made a motion to approve the September 10, 2015 KMPO Board meeting minutes. Mr. Rod Twete seconded the motion, which passed unanimously. Vice Chair Mangan concurred.

4. Public Comments (limited to non-agenda items 3 minutes)

There were no public comments offered.

5. KCATT Recap & Recommendations – No Recommendations

Vice Chair Mangan noted there were no KCATT recommendations.

6. Administrative Matters

a. September 2015 KMPO Expenditures & Financial Report

Mr. Miles commented on the financial snapshot. October 1st was the beginning of the new fiscal year; KMPO is in a best position they have been since the closeout of the 2011 fiscal year.

Mr. Marc Eberlein moved to approve the expenditures for September 2015. Mr. Rod Twete seconded the motion, which passed unanimously. Vice Chair Mangan concurred.

7. Public Transportation (Informational Items Provided to KMPO)

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a. Kootenai County Urban and Specialized Transit Report

Mr. Corey Clarke noted September was the end of their fiscal year. Last year, there were 186,910 riders at an average cost of \$3.40 each; Paratransit serviced 18,845 riders at an average cost of \$24.03. Last month, the B and C routes carried 13,344 riders at an average cost of \$4.02 per rider, Kootenai Health Paratransit carried 1,722 riders which was low, but average for the time of year. Mr. Clarke provided an update on the Service and Fare Equity Analysis. A planner meeting involving planning personnel from local jurisdictions was held on September 30; routes and stops were discussed. They met with local law enforcement on October 5 to discuss issues of law enforcement on the buses and routes and will be working with them. David Evans & Associates (DEA) has provided the County some initial design concepts for the transit center at Riverstone. They will be finalizing those concepts and taking a harder look at routes and stops. On September 21, an RFP for new Paratransit buses was issued and will be due November 30; current buses are reaching the end of their useful life.

Ms. Thoreson noted the average cost per rider in 2015 was \$3.40. She asked Mr. Clarke to run a report next time identifying the highest annual average cost and annual average costs for previous years. She was interested to see if they costs were coming down. Mr. Clarke will also look into ridership totals compared to previous years.

b. Rural Transit Report – Alan Eirls

Mr. Alan Eirls noted ridership was down in all areas; urban and rural ridership had decreased by approximately 300 – 400 riders. Although numbers are comparable to a couple of months ago, they would be considerably less compared to the same time last year. Ridership is impacted by the price of fuel. Mr. Eirls said they have seen an increase in the flow of transients on the buses. Drivers have had to discharge transient in order to provide service for riders and said it has become a problem. Although some homeless camps had been broken up, drivers have identified others that will be reported to the cities. Mr. Eirls reported an incident that recently occurred on one of the buses; a report was filed with the Coeur d'Alene Police Department after a rider kicked the bus door causing minor damage. Mr. Eirls said they were looking forward to the new routes noting it would help ridership.

8. Other Business

a. KMPO – Kootenai County MOU – Memo Attached

Vice Chair Mangan noted a draft copy of the Memorandum of Understanding (MOU) had been included in the Board packet. If the MOU would have been presented at the first reconciliation meeting, he believed they would have left the meeting feeling they were nearly 90% in agreement. Vice Chair Mangan noted they were not 100% in agreement, but said it shows considerable progress.

Mr. Miles said they had been working on the MOU with the Board of County Commissioners regarding the relationship between surface transportation and the Coeur d'Alene Airport. He expressed his appreciation to Commissioner Eberlein and the other commissioners for their efforts in working with KMPO to come up with an agreement that was mutually compatible. He felt this reflected a good faith effort.

Mr. Miles noted the Board had been given copies of the exhibits and said there were questions about Exhibit B; there appeared to be some ambiguity and redundancy between that exhibit and the MOU. The MOU only references Exhibit B once, but does not call anything out. For that reason, Mr. Miles suggested to Commissioner Eberlein that they pull Exhibit B, strike the reference in the MOU found on "Page 1 of 10," under the second "Whereas," the very last line, "...and narrative (Exhibit B – Coeur D'Alene Airport Layout Plan Sheet Revisions, July 14, 2015)." and allow the MOU to stand on its own; otherwise, they can leave it the way it is. Mr. Miles said Exhibit B was an April 14th attachment that had been sent to the Federal Aviation Administration by the County. Mr. Miles felt it was a good MOU to go forward with.

Vice Chair Mangan gave Mr. Eberlein permission to question Airport Director Greg Delavan regarding MOU Exhibit B.

Mr. Eberlein asked Mr. Delavan if it would be a problem to pull the Exhibit B narrative from T-O Engineers and if it would cause any conflict or if the MOU was "good to go" without it.

Mr. Delavan said he did not think it was a problem as it was already referenced in the Airport Layout Plan (ALP) adjustments they made and the FAA was aware of it. He said he did not think pulling it from this agreement would make much difference and didn't think "they" would have a concern over that.

Mr. Miles said if the Board could agree to that striking, they could take action to approve the MOU which would enable the commissioners to move forward with their acceptance at their next business meeting.

Mr. Eberlein explained tax payer dollars were currently tied up for the purchase of property. As soon as the MOU is signed, the FAA will reimburse those funds back to the citizens of Kootenai County.

Mr. Miles suggested, if the Board chose to move forward with a motion, their motion include approval of the Memorandum of Understanding as submitted with the removal of the last portion on Page 1 of 10, the second "Whereas" and the second half of the last sentence of that "Whereas" and pulling Exhibit B that it references to.

As County Commissioner, Mr. Eberlein recused himself from the vote.

Mr. Rod Twete moved to approve the Memorandum of Understanding as submitted with the removal of the last portion on Page 1 of 10, the second "Whereas" and the second

half of the last sentence of that “Whereas” and pulling Exhibit B that it references to. Jim Kackman seconded the motion, which passed unanimously. Vice Chair Mangan concurred.

9. Director’s Report (written report included in Board packet)

Mr. Miles noted Ms. Gow and Ms. Lund had conducted turning movement counts along Highway 41 at intersections that had been overlooked when traffic counts were done earlier.

The Transportation Improvement Program (TIP) is currently with ITD headquarters. They are working to reconcile all metropolitan TIPs with their Statewide Transportation Improvement (STIP) and LHTAC. He expects it to be submitted to the Federal Highways and Federal Transit Administrations for approval in mid-November and said it appears to be on track for approval as a Federal document by the first part of January.

Mr. Miles said the House is expected to take action on their version of the Transportation Reauthorization Bill in the next week and a half and expects the Conference Committee to be underway the week of October 26th. Mr. Miles noted the last Bill was a 2 year bill and said this is expected to be a 5 year Bill creating more certainty in the process and the program. He expects he will be able to report the final outcome by the November 19th KMPO Board meeting.

KMPO’s financial audit is scheduled the end of October and expected to take less than a week.

10. Board Member Comments

Mr. Gookin noted he had announced the five volunteer positions on KCATT at the City Council meeting last night.

Mr. Twete reported Lakes Highway District had completed their construction projects; crews are patching and preparing for winter.

Mr. Werner reported Post Falls Highway District had finished their construction projects; crews were patching and getting equipment ready for snow plowing.

Ms. Thoreson noted she had announced the 5 open volunteer positions on KCATT during their City Council meeting Tuesday night and emailed the information/application to the Mayor of Council and the president of the Post Falls Chamber of Commerce.

Mr. Eberlein thanked Mr. Delavan for his efforts at the airport this year in keeping the fire tankers going out to assist with forest fires.

11. Next Meeting – November 19, 2015

12. Adjournment

There being nothing further before the Kootenai Metropolitan Planning Organization Board, Vice Chair Mangan adjourned the October 8, 2015 meeting without objection.

Mr. Miles noted the next Board meeting was November 19th, not November 12th.

The regular meeting was adjourned at 1:49 p.m.

Recording Secretary