



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
August 11, 2016 1:30 pm
Post Falls City Council Chambers, Post Falls City Hall, 1st Floor
408 N. Spokane Street, Post Falls, Idaho

REVISED AGENDA

- 1. Call to Order – Jim Mangan, Chair**
- 2. Changes to the Agenda and Declarations of Conflicts of Interest**
- 3. Approval of June 9, 2016 KMPO Board Meeting Minutes**
- 4. Public Comments** (limited to non-agenda items 3 minutes).
- 5. KCATT Recap & Recommendations – No Recommendations**
- 6. Administrative Matters**
 - a. June and July 2016 KMPO Expenditures & Financial Report – Glenn Miles
 - b. Draft 2017 Unified Planning Work Program – Glenn Miles
 - c. 2016-2020 Transportation Improvement Program Amendment #4 – ITD Request to advance preliminary engineering and design on U.S. 95 KN 19452
 - d. 2016-2020 Transportation Improvement Program Amendment #5 – Grange Ave RRX Improvement KN 19498 Increase in Project Cost from \$240,000 to \$520,000
- 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 or the Coeur d' Alene Tribe.

 - a. Kootenai County Urban and Specialized Transit Monthly Report – Jody Bieze
 - b. Coeur d Alene Tribe Rural Transit Report – Alan Eirls
- 8. Other Business**
 - a. 2017-2021 Draft Transportation Improvement Program – Glenn Miles
 - b. SH-41 Corridor Plan Update - Public Open Houses – Bonnie Gow
- 9. Director's Report** (written report included in Board packet)
- 10. Board Member Comments**
- 11. Next Meeting – September 8, 2016**
- 12. Adjournment**

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MEETING MINUTES

Kootenai Metropolitan Planning Organization
Regular Board Meeting
August 11, 2016
Post Falls City Council Chambers, City Hall, First Floor
Post Falls, Idaho

Board Members in Attendance:

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|-----------------------------|---|
| James Mangan, Chair | Worley Highway District |
| Jim Kackman, Vice Chair | Coeur d'Alene Tribe |
| Terry Sverdsten | East Side Highway District |
| Marc Eberlein | Kootenai County |
| Lynn Borders | City of Post Falls |
| Dick Panabaker | City of Hayden |
| Fred Meckel | City of Rathdrum |
| Terry Werner | Post Falls Highway District |
| Monty Montgomery, Alternate | Lakes Highway District |
| Marvin Fenn, Alternate | Idaho Transportation Department Dist. 1 |
| Dan Gookin | City of Coeur d'Alene |

Board Members Absent:

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|-------------|---|
| Rod Twete | Lakes Highway District |
| Damon Allen | Idaho Transportation Department Dist. 1 |

Staff Present:

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

Attendees:

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|------------------|-------------------------------|
| Kevin Howard | Worley Highway District |
| Donna Montgomery | KMPO Volunteer |
| John Pankratz | East Side Highway District |
| Jody Bieze | Kootenai County |
| Diane Fountain | Lakes Highway District |
| Alan Eirls | Citylink, Coeur d'Alene Tribe |
| Kimberly Hobson | Kootenai County |

1. Call to Order – James Mangan, Chair

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

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

Vice Chair Jim Kackman moved to approve the agenda as presented. Mr. Dick Panabaker seconded the motion which passed unanimously. Chair Mangan concurred and noted no conflicts of interest were declared.

3. Approval of June 9, 2016 KMPO Board Meeting Minutes

Mr. Terry Werner moved to approve the minutes of the June 9, 2016 KMPO Board meeting. Mr. Dick Panabaker seconded the motion which passed unanimously. Chair Mangan concurred.

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

There were no public comments.

5. KCATT Recap & Recommendations – No Recommendations

6. Administrative Matters

a. June and July 2016 KMPO Expenditures & Financial Report – Glenn Miles

Mr. Terry Werner moved to approve the expenditures for June and July 2016. Mr. Dick Panabaker seconded the motion which passed unanimously. Chair Mangan concurred.

b. Draft 2017 Unified Planning Work Program – Glenn Miles

Mr. Miles noted the packet included the draft Unified Planning Work Program (UPWP) outlining the transportation planning activities KMPO expects in FY2017. KMPO anticipates updating the non-motorized elements of the Transportation Plan which includes the pedestrian and bikeway plan to account for the changes that have occurred since the last update done in 2010 as well as some travel demand forecasts in the overall Metropolitan Transportation Plan (MTP). The program also includes Kootenai County's intention for 5307 transit planning funds and their work on the Human Services Transportation Plan in order to maintain their eligibility for 5310 program funds. Some travel demand forecast change analysis will be done for the Huetter Corridor as well as looking at interchange designs in hopes of narrowing down right-of-way width. In July, the ITD Board toured the area referred to as "the box," the area between I-90, Highway 41, Highway 95, and Highway 53. Mr. Miles said there were several favorable comments on the role Huetter Road will play in the future. The UPWP will be taken to KCATT this month and brought back before the KMPO Board in September; with an approval, it will go to ITD, then to the Federal Highway and Federal Transit Administrations for approval. FY 2017 begins October 1, 2016.

Chair Mangan encouraged the Board to review the UPWP before the September Board meeting as they will need to take action on KCATT's recommendation.

c. 2016-2017 Transportation Improvement Program Amendment #4 – ITD Request to advance preliminary engineering and design on U.S. 95 KN 19452

Mr. Miles explained Amendment 4 would allow preliminary engineering and design work to begin on US 95, Key Number 19452. In addition to the project construction date being moved ahead, the preliminary engineering dollars are being increased from \$150,000 to \$450,000. Mr. Fenn noted ITD had received additional funding which allowed them to advance a number of projects.

Mr. Marc Eberlein moved to approve 2016-2017 Transportation Improvement Program Amendment #4. Mr. Jim Kackman seconded the motion which passed unanimously; Chair Mangan concurred.

d. 2016-2017 Transportation Improvement Program Amendment #5 – Grange Ave RRX Improvement KN 19498 Increase in Project cost from \$240,000 to \$520,000

Mr. Miles noted ITD had requested Amendment 5, Key Number 19498. The amendment increases the project cost from \$240,000 to \$520,000. The increase for this project is likely tied to the completion of negotiations with the railroad.

Mr. Terry Werner moved to approve 2016-2017 Transportation Improvement Program Amendment #5. Mr. Fred Meckel seconded the motion which passed unanimously. Chair Mangan concurred.

7. Public Transportation (Informational Items Provided to KMPO)

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a. Kootenai County Urban and Specialized Transit Monthly Report – Jody Bieze

Ms. Kimberly Hobson reported the cost of the fixed route was \$3.07 per rider in June and served 11,969 riders. Paratransit had a cost of \$29.41 per rider in July and provided 1,123 trips. Kootenai Health Dial-a-Ride had a cost of \$21.45 per rider in June and provided 2,079 trips in July. Months reflecting lower cost per passenger is likely linked to the number of riders and costs incurred in the given month. A working group has been formed and in the early stages of finding a way to serve disabled/elderly outside the current fixed route/Paratransit service areas.

b. Coeur d'Alene Tribe Rural Transit Report – Alan Eirls

Mr. Eirls reported it had been a quite two months. The biggest issue currently facing the rural service is construction on US 95 between Worley and Plummer; the service is consistently running a half an hour behind. Mr. Eirls said the delays have not impacted ridership which has remained fairly consistent over the past twelve months. ITD did a site visit and reviewed their records and documentation. Next month, Mr. Eirls will report on the overview which is scheduled for August 27. An RFP for two large buses and one small bus had been posted; there was a 4-5 day response time and only one bidder. FTA was in agreement with the reposting of the RFP this week and giving bidders until August 30th. Mr. Eirls is hoping the contract will be awarded, the recipient announced, and the buses ordered by September 6th. Last month, a rider was arrested off one of the buses; information was provided to the district attorney.

8. Other Business

a. 2017-2021 Draft Transportation Improvement Program – Glenn Miles

Mr. Miles said this year's Transportation Improvement Program (TIP) represents approximately \$225 million worth of projects with federal participation. The program is done each year to update anticipated projects. At Mr. Miles request, ITD included a summary of the projects which shows the name of the project, the cost, and year of expenditure (pages 30-33). The 30-day public comment period has been advertised; the open house will be held August 23rd. Questions will be directed to the respective jurisdiction with a request to answer the question(s); comments/answers will be included in final Program. The TIP will be presented to KCATT for their review and brought back before the KMPO Board. Mr. Miles noted all the projects in the Program had gone through a project prioritization selection process. The TIP will be presented to KCATT prior to the public open house. The 30 day public comment period ends August 29, 2016. The matter will be placed on the September KMPO Board agenda; if a significant number of public comments are received, the matter may be deferred to October.

b. SH-41 Corridor Plan Update - Public Open Houses – Bonnie Gow

Ms. Bonnie Gow noted the Highway 41 Corridor Study Update was out for public comment. The public open houses are scheduled for August 15, August 23, and September 8. Ms. Gow posted the meeting dates at 21 different businesses along the corridor. The public comment period began Wednesday, August 10 and will close September 9; notification was published in the Coeur d'Alene Press legal section. Documents are on the KMPO Board website, blog, and Facebook page. Public comments will be answered and incorporated into the document. The final document will be presented to KCATT and then to the KMPO Board.

Mr. Miles noted this was not the final recommendation, but the draft and the reason for public involvement. ITD has approximately \$20 million worth of investments in the TIP planned for Highway 41. It is important to get public comment/input at this time.

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

Mr. Miles thanked Ms. Bieze for working jointly with him in putting together a July training session with ITD and the Federal Highways Administration. The training included Title VI, Environmental Justice, and Americans with Disability Act (ADA) requirements under Federal statutes. Kootenai County held a subsequent training on Disadvantaged Business Enterprise (DBE) in the afternoon.

Federal Transit Administration (FTA) Region 10 announced Linda Gehrke as the new Regional Administrator. Mr. Miles has known Ms. Gehrke for approximately 25 years and is looking forward to working with her.

ITD has been awarded the FAST Lanes Grant. KMPO worked with ITD and local jurisdictions less than 10 years ago to develop the US 95 Corridor Access project from I-90 to Highway 53. The project looked at what could be done to improve traffic flow and cross traffic along US 95. FAST Lanes is a new grant program; there were 200 applicants and only 18 awards. The \$5.1 million grant will be matched by 20% additional funds from the federal freight program funds that come through the new program and apportioned through the State of Idaho. ITD will contribute \$865,000 in gas tax dollars and local jurisdictions 10% as the project provides significant improvements to their areas. Mr. Miles explained the grant program and said Congress had a 60 day window following the selection; the period ends September 7th. Work is to be completed by the summer of 2019.

10. Board Member Comments

Mr. Gookin noted he would be absent for the September KMPO Board meeting.

Mr. Eberlein said in a matter related to discussions during the May/June Board meetings, he had a conversation with FTA regarding transit and RPTAs. He was told there were seven transit systems in the State of Idaho; an RPTA in Southern Idaho was struggling due to inadequate funding. Mr. Eberlein said FTA strongly suggested Kootenai County Board of County Commissioners not place the RPTA on the ballot. He provided an update related to the Coeur d'Alene Airport and acquisition of property.

11. Next Meeting – September 8, 2016

12. Adjournment

There being nothing further before the Kootenai Metropolitan Planning Organization Board, Chair Mangan adjourned the August 11, 2016 meeting without objection.

The regular meeting was adjourned at 2:16 p.m.

Recording Secretary