



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 8, 2016 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 – James Mangan, Chair**
- 2. Changes to the Agenda and Declarations of Conflicts of Interest**
- 3. Approval of October 13, 2016 KMPO Board Meeting Minutes**
- 4. Public Comments** (limited to non-agenda items 3 minutes).
- 5. KCATT Recap & Recommendations – Kevin Howard**
 - a. KCATT Recap of Activities for October/November
 - b. SH-41 Corridor Plan Update – Recommendation for Board Approval
- 6. Administrative Matters**
 - a. October and November 2016 KMPO Expenditures & Financial Report
 - b. FY 2016 Financial Audit Report
 - c. 2017 KMPO Board and KCATT Meeting Dates & Locations
 - d. Election of 2017 Board Officers
- 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. Transportation Improvement Program Administrative Amendments
- 9. Director's Report** (written report included in Board packet)
- 10. Board Member Comments**
- 11. Next Meeting – January 12, 2017**
- 12. Adjournment**

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MEETING MINUTES

Kootenai Metropolitan Planning Organization
Regular Board Meeting
December 8, 2016
Post Falls City Council Chambers, City Hall, First Floor
Post Falls, Idaho

Board Members in Attendance:

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
Lynn Humphreys, Alternate	Post Falls Highway District
Rod Twete	Lakes Highway District
Damon Allen	Idaho Transportation Department Dist. 1
Dan Gookin	City of Coeur d'Alene

Board Members Absent:

Fred Meckel, Excused	City of Rathdrum
Terry Werner, Excused	Post Falls Highway District

Staff Present:

Glenn Miles	Executive Director
Ali Marienau	Transportation Planner
Kelly Lund	Executive Secretary

Attendees:

Kevin Howard	Worley Highway District
Kimberly Hobson	Kootenai County
Vance Henry	HW Lochner
Jennifer Bithell	HW Lochner
Donna Montgomery	KMPO Volunteer
Monty Montgomery	Lakes Highway District
Leon Duce	City of Rathdrum
Robert Palus	City of Post Falls
John Pankratz	East Side Highway District
Alan Eirls	Citylink, Coeur d'Alene Tribe
Diane Fountain	Lakes Highway District

1. Call to Order – James Mangan, Chair

The regular meeting of the Kootenai Metropolitan Planning Organization Policy Board was called to order by Chair Mangan at 1:30 p.m. Mr. Miles introduced Ali Marienau, a new staff member.

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

Vice Chair Jim Kackman moved to approve the agenda as presented. Mr. Lynn Humphreys seconded the motion which passed unanimously. Chair Mangan noted there were no conflicts of interest declared.

3. Approval of October 13, 2016 KMPO Board Meeting Minutes

Mr. Terry Sverdsten moved to approve the minutes of the October 13, 2016 KMPO Board meeting. Mr. Marc Eberlein seconded the motion which passed unanimously.

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

There were no public comments.

5. KCATT Recap & Recommendations – Kevin Howard

a. KCATT Recap for October/November

Mr. Howard noted KCATT had discussed the upcoming FASTLANE grants; one of the three grant applications being considered by ITD is the relocation of the Huetter Port of Entry in District 1. The committee also discussed potential routes to accommodate 129,000 pound permitted trucks. KCATT approved the 2017 KMPO/KCATT meeting date calendar.

b. SH-41 Corridor Plan Update – Recommendation for Board Approval

Mr. Howard said the KCATT committee had discussed and recommends to the KMPO Board approval of the SH-41 Corridor Master Plan Update with the stipulation the comments received from the City of Post Falls the day before the October KCATT meeting be reviewed and considered; changes and/or corrections could be addressed within the documents. The City of Post Falls had requested future plans provide provisions for joint-use facilities on the west side of the roadway if the right-of-way allowed; the cost would be to others, not ITD. The second request was related to the Prairie Trail and the possibility of the ped/bike overpass should the Union Pacific (UP) railroad right-of-way toward the Hauser Lake area become available. Mr. Howard said KCATT's recommendation will stand following Mr. Miles' review of the comments.

Mr. Miles noted the Board packet included a copy of the SH-41 Corridor Master Plan Update Executive Summary. The full document, public comments, and responses to public comments had been posted on the KMPO website. He had met with the City of Post Falls staff regarding the requested changes. As growth and development occurs on the west side of the corridor, the recommendation was to make provisions in the right-of-way for an additional joint-use facility if it was deemed necessary or appropriate, The City would most likely incur the expense of the requested changes as ITD would construct the facility on the east side as part of the project. Mr. Miles explained this was only a provision – nothing was being proposed. The time and effort by local jurisdictions is a testimony to how well the jurisdictions and the community work together.

Chair Mangan provided the Board another opportunity to comment on the SH-41 Corridor Master Plan Update. No comments were given.

Mr. Lynn Humphreys moved to approve the SH 41 Corridor Master Plan Update. Mr. Dick Panabaker seconded the motion which passed unanimously. Chair Mangan concurred.

6. Administrative Matters

a. October and November 2016 KMPO Expenditures & Financial Report – Glenn Miles

Mr. Miles explained the disbursement of \$6,500 to the Coalition for Americans Gateways and Trade Corridors (CAGTC). KMPO has been a member of the Coalition for approximately eight years. It provides KMPO up-to-date information on transportation issues in Congress that are affecting our area. Mr. Miles noted the TIGER and FASTLANE grants obtained the last couple of years and credited the successful grant applications to the knowledge received from the Coalition.

The most recent FASTLANE grant had over 250 applications; 18 were funded. Mr. Miles said they were fortunate the US 95 project was one of the 18 selected. The annual \$6,500 fee was well worth the investment and allows KMPO to stay competitive.

The Federal Highway Administration (FHWA) held a Context Sensitive Design discussion in Boise for ITD staff and 12 individuals outside of ITD to provide perspective on the discussion. Mr. Miles was invited to attend. The purpose was to put together guidebook/guidelines so jurisdictions would have options to ensure communities remain economically vibrant when addressing treatments in conjunction with ITD facilities.

Mr. Lynn Borders moved to approve the October and November 2016 expenditures. Mr. Lynn Humphreys seconded the motion which passed unanimously.

b. FY 2016 Financial Audit Report

Magnuson McHugh had completed the FY16 financial audit and draft report; FY16 ended in a better position than FY15. There were no audit findings or recommendations. The final report is expected to be presented to the Board next month.

c. 2017 KMPO Board and KCATT Meeting Dates & Locations

In the past, the KMPO Board has been asked to ratify the proposed meeting dates in whole. The calendar will be published in the newspaper in January. Mr. Miles noted the November 2017 Board meeting was moved to the 3rd Thursday of the month to avoid conflict with the Idaho Association of Highway District convention.

Mr. Rod Twete moved to approve the proposed 2017 meeting dates. Mr. Lynn Humphreys seconded the motion which passed unanimously. Chair Mangan concurred.

d. Election of 2017 Board Officers

Chair Mangan opened the meeting for nominations. He noted he and Vice Chair Kackman had reached the end of their term; however, Vice Chair Kackman had agreed to continue serving as vice chair for two years if Chair Mangan also agreed to serve another two year term as chair. Chair Mangan has agreed to serve for an additional two years.

Mr. Eberlein nominated Mr. Mangan to serve as chair and Mr. Kackman to serve as vice chair for a period of two years. Mr. Panabaker seconded the motion. There were no dissents/comments. The motion passed unanimously.

7. Public Transportation (Informational Items Provided to KMPO)

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

Ms. Hobson reported the County was preparing for their Triennial Review which is due next week. A survey done by Moore Information is expected to be released in January. The Intelligent Transit System (ITS) is currently being installed in the buses. Ms. Hobson reported on ridership; the fixed routes averaged approximately 6,663 rides in September and October. The sub-recipient contract with the Tribe was signed. They met with the Post Falls City Council and Mayor and expect to be meeting with the Cities of Coeur d'Alene and Hayden. Ms. Hobson thanked the Post Falls Highway District for grading the transit center lot. During October and November, Paratransit MV provided 1,230 rides and Kootenai Health provided 1,846 rides. They will be meeting with their

Social Services Advisory Board to discuss the dial-a-ride update; they will begin scheduling rides as soon as the ITS is online. Ms. Hobson noted they will be going before the new Board of County Commissioners to discuss the future of the buildout for the Transit Center. Although they do not have the final report, they have been told an outside audit had no findings. Ms. Hobson noted they had completed doing test bus runs; she explained options considered. Mr. Eberlein's noted the newspaper article regarding the dial-a-ride system and expressed concern over limiting the number of rides. Ms. Hobson explained the Paratransit services was not allowed to have limitations; in contrast, the dial-a-ride service can have limitations.

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

Mr. Eirls reported the recent bid for three new vehicles had been awarded to the contractor; though they received verbal authorization from Federal Transit Administration (FTA), they are waiting for written documentation authorizing the award as it was a sole bid. They have also submitted a request for two buses under the recent one-shot grant. The NTD and ITD reports are due. Mr. Eirls reported on ridership and explained why he believed the numbers were lower. He noted an accident that occurred on November 2nd; it was not serious and the driver was not cited. Mr. Eirls thanked those who graded the lot at Riverstone.

8. Other Business

a. Transportation Improvement Program Administrative Amendments

Mr. Miles noted one administrative amendment pending for the Transportation Improvement Program (TIP). ITD requested an increase of \$48,000 for design funds for their Highway 41 project. Federal Highways requires amendments for design concepts, scopes, or costs process as an administrative amendment; if over 10%, a formal Board approval is required. The 2017 TIP approved by the KMPO Board in October has been submitted to ITD, FHWA, and FTA for approval. Administrative amendments must be done to the 2016 TIP until FHWA and FTA approve the entire program which includes the 2017 TIP. He noted a number of administrative amendments occur this time of year as they are transitioning between the current and future TIP.

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

Mr. Miles noted FHWA invited a number of individuals from various states to participate in a program called Every Day Counts. The trip was paid for by FHWA and held in Portland. The initiative looks at ways make more efficient investments in the transportation system. The group reviewed 14 different innovative concepts. Automated traffic light signal performance measures drew the greatest interest as the software allows users to access information from the signal controllers in order to make management decisions. Pedestrian crossing and investments for safe pedestrian transportation were discussed. Mr. Miles explained how the program can be changed to accommodate pedestrian traffic. He believed the application might be useful on Northwest Boulevard or US 95. He noted the initiative includes e-construction and partnering which allows for the submittal of documents online.

Mr. Miles noted HW Lochner had been working on the Interstate 90 assessment. He had asked them to do a presentation and provide their findings; the presentation had been given to KCATT.

Vance Henry, H.W. Lochner, stated ITD hired them last spring to assess the I-90 corridor from the Washington/Idaho state line to Sherman Avenue in Coeur d'Alene. Existing conditions and deficiencies in the interstate were assessment and broken into the near-term, next ten years, and far-term out to 20 years. ITD is currently doing a cost benefit analysis through their Transportation Economic Development Impact System (TREDIS). The final report will be completed once they have the cost benefit analysis from ITD.

Lewis Vendard, H.W. Lochner, gave the presentation and explained the purpose of the study was to give ITD a vision of the corridor and come up with potential solutions; it is not a plan, but a vision for I-90. Mr. Henry noted they had looked at the traffic analysis, geometry deficiencies, improvements, and cost of improvements, timeliness, and a schedule of how the improvements could be done. Mr. Miles noted the Huetter corridor would provide east/west roadways keeping some trips off the interstate. Although the model addresses this, it is not captured in this analysis.

Mr. Miles said the need for transportation investment in Kootenai County, approximately \$500 million worth of investments between now and 2035, was discussed during the North Idaho Chamber Legislative Summit. He said it was important to support transportation investments when they are before the legislature and congress. During the election, there was discussion regarding the need for reinvestment in infrastructure in the US. Freight and goods is an important aspect on I-90 and US 95.

10. Board Member Comments

Mr. Panabaker wished everyone a Merry Christmas.

Mr. Twete also wished everyone a Merry Christmas.

Mr. Allen thanked the locals and KCATT for their work in getting the SH 41 Corridor Master Plan Update approved. ITD will be moving forward with their construction projects along the corridor which will begin in 2019. The project is expected to cost an estimated \$17 million and done in three phases, Mullan to Prairie, Prairie to Lancaster, and Lancaster to Boekel; a signal at Lancaster will be added. Mr. Allen said the Update will be a good benchmark to work from. In regards to the Interstate 90 study, HW Lockner was asked to provide an inventory study showing the best return on investment in "bite size chunks." Projects in the \$7-15 million range are more realistic size projects that could actually be included in their program. Mr. Allen expected the strategy on the Interstate 90 study to provide funding opportunities. Once they get the economic analysis done, they will be able to report their priorities and the projects ITD would most likely be programming.

Mr. Miles noted the importance of long range modeling as it sets the stage for priorities and strategies for making the fixes. Without having the understanding of what the demand will be across the region, it is just a guess on where the priorities fit. The projects are not mutually exclusive, but interdependent.

11. Next Meeting – January 12, 2017

12. Adjournment

There being nothing further before the Kootenai Metropolitan Planning Organization Board, Chair Mangan adjourned the December 8, 2016 meeting without objection.

The regular meeting was adjourned at 2:45 p.m.

Recording Secretary