



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

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Cooperatively Developing a Transportation System for all of Kootenai County, Idaho

**KMPO Board Meeting**  
**September 14, 2017 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 – Jim Mangan, Chair**
- 2. Changes to the Agenda and Declarations of Conflicts of Interest**
- 3. Approval of July 13, 2017 KMPO Board Meeting Minutes**
- 4. Public Comments** (limited to non-agenda items 3 minutes)
- 5. KCATT Recap & Recommendations – Kevin Jump**
  - a. Recap of Activities – August 2017
  - b. FY 2018-2022 KMPO Transportation Improvement Program (TIP) – Recommendation
  - c. FY 2018 Unified Planning Work Program (UPWP) – Recommendation
- 6. Administrative Matters**
  - a. July and August 2017 KMPO Expenditures & Financial Report – Glenn Miles
  - b. FY 2017 Financial Audit Engagement – October 2017
  - c. Draft FY 2018 Unified Planning Work Program (UPWP) – Glenn Miles
  - d. 2018-2022 Transportation Improvement Program (TIP) Update – Glenn Miles
    - i. Opportunity for Public Comment on Draft 2018-2022 TIP as submitted
    - ii. Board Action on Draft TIP
- 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 – Kimberly Hobson
  - b. Coeur d Alene Tribe Rural Transit Report – Alan Eirls
- 8. Other Business**
  - a. KMPO TIP Amendment #14 SH-53/U.S 95 Interchange and associated improvements
    - i. Opportunity for Public Comment on Proposed 2017-2021 TIP Amendment #14
    - ii. Board Direction on 2017-2021 TIP Amendment #14 – Possible Action
- 9. Director's Report** (written report included in Board packet)
- 10. Board Member Comments**
- 11. Next Meeting – October 12, 2017**
- 12. Adjournment**

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KOOTENAI METROPOLITAN PLANNING ORGANIZATION  
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## MEETING MINUTES

Kootenai Metropolitan Planning Organization  
Regular Board Meeting  
September 14, 2017  
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
John Austin	East Side Highway District
Lynn Borders	City of Post Falls
Marc Eberlein	Kootenai County
Dick Panabaker	City of Hayden
Vic Holmes	City of Rathdrum
Terry Werner	Post Falls Highway District
Rod Twete	Lakes Highway District
Marvin Fenn, Alternate	Idaho Transportation Department Dist. 1
Dan Gookin	City of Coeur d'Alene

### Board Members Absent:

Damon Allen	Idaho Transportation Department Dist. 1
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### Staff Present:

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

### Attendees:

Donna Montgomery	KMPO Volunteer
John Pankratz	East Side Highway District
Alan R. Eirls	Citylink, Coeur d'Alene Tribe
Kimberly Hobson	Kootenai County (employee)
Daniel Carmichael	Kootenai County
Tim Kastning	Kootenai County
Don Bradway	Citizen
Jody Bieze	Kootenai County (employee)
Jeannette Leckvold	Kootenai County (employee)
Kevin Jump	City of Rathdrum
Diane Fountain	Lakes Highway District
C. Nunez	Citizen
Eric Shanley	Lakes Highway District

### **1. Call to Order – Jim Mangan, Chair**

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

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

**Mr. Lynn Borders moved to approve the agenda as presented. Mr. Marc Eberlein seconded the motion which passed unanimously.** No conflicts of interest were declared.

### **3. Approval of July 13, 2017 KMPO Board Meeting Minutes**

Chair Mangan noted the date of the draft minutes had been corrected from June 8 to July 13.

**Mr. Terry Werner moved to approve the minutes of the July 13, 2017 KMPO Board meeting as submitted. Mr. Vic Holmes 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 Jump**

#### **a. Recap of Activities – August 2017**

KCATT Chair Kevin Jump, City of Rathdrum Public Works Director, noted KMPO staff provided planning updates during their August 22<sup>nd</sup> meeting which included countywide ped/bike treatment alternatives, redistribution of 3% growth, and inquiry into the level of interest in purchasing traffic counting cameras. The committee had two recommendations to present to the Board:

#### **b. FY 2018-2022 KMPO Transportation Improvement Program (TIP) – Recommendation**

KCATT voted unanimously to recommend approval of the FY 2018-2022 KMPO Transportation Improvement Program (TIP) to the KMPO Board. The KMPO Board had no questions.

#### **c. FY 2018 Unified Planning Work Program (UPWP) – Recommendation**

KCATT also voted unanimously to recommend approval of the FY 2018 Unified Planning Work Program (UPWP) to the KMPO Board. The KMPO Board had no questions.

### **6. Administrative Matters**

#### **a. July and August 2017 KMPO Expenditures & Financial Report – Glenn Miles**

**Mr. Vic Holmes moved to meet the financial obligations for both July and August 2017. Mr. Terry Werner and Mr. Dick Panabaker seconded the motion which passed unanimously.**

#### **b. FY 2017 Financial Audit Engagement – October 2017**

Mr. Miles noted Magnuson, McHugh and Company had done the financial audit the last several years. The FY 2017 audit is expected to begin mid-October; results are expected in December.

#### **c. Draft FY 2018 Unified Planning Work Program (UPWP) – Glenn Miles**

Mr. Miles noted the FY 2018 Unified Planning Work Program (UPWP) would begin October 1, 2017. Due to the FAST Act Performance Measures, KMPO will be working with ITD in developing current safety and pavement management performance measure targets. Benchmarks will be driven by the KMPO Board; there are no implications if performance benchmarks are not met.

Mr. Eberlein referenced page 10 and Scope item numbers 1, 2 and 5 of the UPWP regarding the role of KMPO and a possible transit connection to Spokane; he was hesitant to include this in the FY 2018 UPWP. During a recent meeting held at the County, there was a lot of public input regarding transit. Mr. Eberlein said, due to safety concerns, the Coeur d'Alene Police Chief was not embracing the idea of a connection with the City of Spokane at this time; he was not certain the Kootenai County Sheriff would be supportive at this time either.

Mr. Miles noted the KMPO Board's adoption of the Public Transportation Plan Update in late 2012 and explained it was made an integral part of the Metropolitan Transportation Plan (MTP). The items Mr. Eberlein referenced are still in the Plan and will remain there until it is amended. He was aware of the concerns and issues raised, but noted there had been no attempt to

amend/update the 2012 Plan to reflect those changes. Mr. Miles recommended updating or changing the Plan in the upcoming year to reflect recent discussions. He noted due process and said KMPO will continue to monitor the possibilities, but, at this point, KMPO has no intention of pursuing the connection to Spokane. The Public Transportation Plan Update has a five-year shelf life; it is up for review. Options for updating or making changes to sections of the Plan were discussed. When the MTP and Public Transportation Plan Update, as an integral part of the MTP, are updated based on the Public Involvement Policy, any concerns will be vetted and brought before KCATT and the Board.

Mr. Eberlein said Mr. Miles had addressed his concerns. He understood the UPWP did not endorse moving people in from Spokane with transit; the Plan could be addressed moving forward; Mr. Miles confirmed his understanding.

Mr. Eberlein referenced page 16 of the UPWP regarding the Airport Master Plan Update this year and thanked KMPO for taking an active part in the update; he asked that any concerns or questions be expressed. Mr. Eberlein felt the Huetter bypass was important.

Mr. Miles said discussions with the new airport manager have been very positive.

**Mr. Dick Panabaker moved to approve the FY 2018 Unified Planning Work Program. Mr. Vic Holmes seconded the motion and noted KCATT provided a full recommendation on the Plan. The motion passed unanimously.**

d. 2018-2022 Transportation Improvement Program (TIP) Update – Glenn Miles

Mr. Miles noted the 2018-2022 Transportation Improvement Program (TIP) was advertised three times and had gone through a 30-day public comment period. A public meeting was held during the comment period; there were no attendees. No public comments were received. The Program was presented to KCATT; the committee unanimously recommended the Program be adopted as published. Mr. Miles noted the number of projects and amount of funding being spent.

i. Opportunity for Public Comment on Draft 2018-2022 TIP as submitted

As a part of the process for the Board's consideration of the draft TIP, Mr. Miles said an opportunity for public comment is provided. There were no public comments.

ii. Board Action on Draft TIP

**Mr. Vic Holmes moved to approve the FY 2018-2022 Transportation Improvement Program (TIP). Mr. Marc Eberlein seconded the motion which 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 on the new bus stop signage, selection of a vendor for bus cameras, updates to the County website and Facebook page, bus route timetables, and a rider survey planned in November. The majority of Ring-a-Ride applicants are seniors; a presentation will be given at Heritage Health. The County is currently going through the two transit center proposals; after presentations, a recommendation will be made to the County Commissioners.

Mr. Austin said, several years ago, there had been plans for a ferry system on the south end of Coeur d'Alene Lake. East Side Highway District had a lot of interest as it would impact Harrison, St. Maries, Plummer, and area highways. He asked if the Tribe and County had moved the plans forward and offered to serve as the liaison between KMPO and the Tribe.

Mr. Miles provided a brief history of the plans for the ferry system and commented on past discussions. In order for the plan to be considered an eligible planning activity, it would have to be included in the Public Transportation Plan Update and go through a feasibility study. Mr. Miles said it may be worthwhile to begin discussions with representatives from the Tribe, City of Harrison, ITD, East Side and Worley Highway Districts.

In speaking for Worley Highway District, Chair Mangan said roads east of Highway 95 are local roads. If the ferry system was part of a state operation, one of the roadways would have to become a state road and maintained by the state; that caused a lot of hesitation by state representatives. Chair Mangan suspected the majority of users would be from Washington State.

Mr. Toby Ruhs, Kootenai Health, reported they were getting busier every month. They have expanded their area to capture as many medical related rides as possible; they provide transportation to all Kootenai Clinics including those in Rathdrum, Hayden, and Post Falls

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

Mr. Eirls reported rural transit was quiet in August. They are in the process of running budgets and creating the 2018-2019 budgets for ITD in order to request new grants for Rural/Link routes. An RFP for the purchase of two new buses is being revised. An urban and rural bus need engine replacements; only one engine is likely to be replaced if the new buses are purchased. Mr. Eirls commented on ridership numbers and said they are progressively getting lower in all areas. The C route was down 1,100 riders in August; overall, down 3,000 for the same time period last year. Changes to Link route stops will be reviewed the end of September. Mr. Eirls said the bus drivers received a wage increase following a survey of area bus driver wages.

## 8. Other Business

- a. KMPO TIP Amendment #14 SH-53/U.S 95 Interchange and associated improvements
- i. Opportunity for Public Comment on Proposed 2017-2021 TIP Amendment #14
  - ii. Board Direction on 2017-2021 TIP Amendment #14 – Possible Action

In August, the ITD Board approved the process to begin adding the SH-53/US 95 interchange and associated improvements to the 2017-2021 TIP; ITD asked KMPO to initiate the amendment. Due to the scope and breadth of the project, there is a 15-day public comment period. Mr. Miles noted FY 2017-2022 TIP Amendment #14 had not been before KCATT for a recommendation. He asked the matter be deferred until the next KMPO Board meeting, October 12<sup>th</sup>; the comment period will have ended and the Board will have the benefit of KCATT's recommendation.

**Mr. John Austin moved the Board table TIP Amendment #14 until the October 12<sup>th</sup> meeting giving KCATT an opportunity to review the amendment. Mr. Terry Werner seconded the motion which passed unanimously.**

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

Mr. Miles noted the Urban Balancing Committee had a prioritized list of projects prepared in the event funding becomes available. When the \$1.4 million redistributed Obligation Authority funds from the Federal Highway Administration became available, Mr. Miles put in a request asking the Committee to move the Government Way – Hanley to Prairie Avenue project forward; the Committee agreed and authorized the funds for the project. Mr. Miles said the project came in approximately \$1.4 million over the engineer's estimate and is expected to go out for rebid late September or early October. The City of Coeur d'Alene has submitted the final paperwork to LHTAC. There may be more local match required; local jurisdictions have agreed to make up what is not covered in the project cost under the grant agreement.

A Notice of Funding opportunity for Transportation Investment Generating Economic Recovery (TIGER) grants is out; the grant total is \$500 million nationally. Mr. Miles said a TIGER grant

application for the Pleasant View grade separation will be submitted; the project is estimated at \$18 million. The Post Falls Highway District has been proactive in working on the project. The plans are substantially complete. KMPO will be working with ITD and Post Falls Highway District in applying for the grant. The USDOT administration has indicated they want to invest in rural transportation projects; the project is in a good position for an award. Mr. Miles explained the difference between the TIGER and Infrastructure for Rebuilding America (INFRA) grants.

#### **10. Board Member Comments**

Mr. Kackman believed it had been nearly 8 years since he had heard any discussion on the Coeur d'Alene Lake ferry system proposal; he did not believe anything had moved forward. At that time, he had looked at federal apportionment from the Bureau of Indian Affairs which funded some tribal operated ferries across the region, but said funding was extremely limited; he did not believe they would be interested in starting anymore. Funding through that allocation would make the project more realistic; however, there had been a lot of management changes and felt it was unrealistic to think the Tribe would have great interest in the project. He thought it was a nice vision, but said the reality of paying for such a system, while keeping it operating and safe, was daunting.

Mr. Austin said he and Mr. Eirls discussed the idea of using TIGER grants to fund the service; although he understood things had changed, he would like to see the discussion again.

Mr. Eberlein thanked Mr. Miles for providing the County Commissioners a timeline to get the POP on KMPO's October agenda; the future timeline for presenting the POP was questioned.

Mr. Miles noted projects cannot be included in the TIP without having been previously authorized by a group of elected officials. The proposed POP, and any amendments, should be ratified for public comment by the Board of County Commissioners and submitted to KMPO by March 31<sup>st</sup>. He referenced the Memorandum of Understanding (MOU) and co-advertisement of the POP with the TIP. If received by that date, the POP can be presented to the Urban Balancing Committee during the April meeting and built into the future project list. Mr. Miles said MPOs are going to attempt to streamline public transportation programs similar to the highway program. He will be meeting with the Public Transportation office next week and will be discussing how they intend to streamline the process so this situation does not happen again.

Chair Mangan noted Worley Highway District was prepping their snow plow trucks.

#### **11. Next Meeting – October 12, 2017**

#### **12. Adjournment**

There being nothing further before the Kootenai Metropolitan Planning Organization Board, Chair Mangan adjourned the September 14, 2017 meeting without objection.

The regular meeting was adjourned at 2:34 p.m.

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Recording Secretary