

MEETING MINUTES

Kootenai Metropolitan Planning Organization
Policy Board Meeting
Thursday, July 3, 2003
Idaho Transportation Department District 1 Headquarters
Coeur d'Alene, Idaho

Board Members in Attendance:

Dave Atwood	Lakes Highway District
Dick Edinger	East Side Highway District
Joe Hassell	City of Rathdrum
Lynn Humphreys	Post Falls Highway District
Gus Johnson	Kootenai County Commissioner
Clay Larkin	City of Post Falls
Dixie Reid, Chair	City of Coeur d'Alene
Tom St. John, Vice-Chair	Worley Highway District
Scott Stokes	ITD District 1 Engineer

Board Members Absent:

Anson Gable	City of Hayden
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Guests Present:

Carole Richardson, ITD
John McHugh, IT Board
Ron Koontz, Dalton Gardens
John Goedde, State Senate
Andrea Storjohan, ITD
Mike Porcelli, ITD
Bob Wilbur, P.F. H.D.
Darius Ruen, Ruen-Yeager
Gary Young, Post Falls
Robert Lloyd, Jr., Rathdrum
John Austin, PAC
Bill Melvin, Post Falls

Staff Present:

Glenn Miles, Transportation Manager
Judy Hazard, Administrative Assistant

1. Call to Order

The meeting of the Kootenai Metropolitan Planning Organization Policy Board was called to order by Chair, Dixie Reid, at 1:05 pm.

2. Approval of June Meeting Minutes.

Dave Atwood made a motion to approve the June 5, 2003 meeting minutes. Tom St. John seconded the motion, which was unanimously approved.

3. Administrative Matters – Glenn Miles.

a) Establishment of IRS EIN Number for KMPO

At last month's KMPO Board meeting it was agreed that the KMPO get a federal employer identification number (FEIN). Glenn Miles advised that a FEIN has been obtained. He and the KMPO chair will meet with the City of Coeur d'Alene's financial department regarding the billing structure to be implemented. The KMPO is being placed into the Idaho Electronic Payment System, which is the payment system at ITD. Once everything is in place, vouchers will be brought to the Board for approval.

b) Employee Recruitment Activities

Three new employees have been added to the staff at SRTC. Tanna Dole formerly with the Worley Highway District has been hired as a transportation planner along with one other transportation planner and a transportation/air quality planner.

c) Request for Proposals

(i) Public Transportation Plan

A Request for Proposals (RFP) for a Public Transportation Plan was distributed to the Board for approval. This RFP is seeking proposals to assist KMPO in researching, analyzing, providing recommendations and preparing a comprehensive public transportation plan for the metropolitan area located in Kootenai County. It is anticipated that this RFP will go out in July.

Clay Larkin made a motion to release the Request for Proposals on the Public Transportation Plan. Dave Atwood seconded the motion, which was unanimously approved.

(ii) Huetter Road Corridor Study

A request for Proposals (RFP) for the Huetter Road Corridor Study was distributed to the Board for approval. This RFP is seeking proposals to assist KMPO in researching, analyzing, providing recommendations and preparing a concept report for Huetter Road

Corridor, located in Kootenai County. A presentation was given at last month's KMPO Board meeting and this study was incorporated into the Unified Planning Work Program. It is anticipated this RFP will go out in July.

Tom St. John made a motion to release the Request for Proposals on the Huetter Road Corridor Study. Dave Atwood seconded the motion, which was unanimously approved.

4. ITD Access Management Program Presentation

Carole Richardson, of the Idaho Transportation Department (ITD) gave an overview of ITD's policy for access management for the state highway system, explained what is happening with Highway 41 and the Post Falls' Master Plan for that corridor and what ITD would like to do in response to the Master Plan, and briefed the Board on the future of US 95.

- **ITD Access Management Policy**

Access management is a balance of two basic concepts – logical access to properties and mobility down roadways. She explained the difference between major and minor arterials, collectors, local roads and the interstate as well as the difference between urban and rural roads. She explained how important the distance between traffic signals is to traffic flow. ITD's recommendation is half-mile intervals between traffic signals. At half-mile spacing, it takes 40 seconds at 45 mph to drive a half a mile.

- **SH 41 Access Management Master Plan**

State Highway 41 is a principal arterial between Post Falls and Rathdrum. The City of Post Falls developed a Master Plan that has established key locations where signals will be allowed and other existing intersections where there will be left turn restrictions needed in order to follow the Master Plan. At this time SH 41 is a type 3 access (driveways still allowed every 300 feet). The Idaho Transportation Board will be asked to change the access type to fall more in line with Post Fall's Master Plan. They will be asking that signal locations be no closer than one-half mile intervals. The ultimate goal is that private access comes from cross streets and not directly onto SH 41. The KCATT made a recommendation of support for the SH 41 Access Management Master Plan to the KMPO Board.

- **Future Access of US 95**

A study was undertaken by ITD on US 95. The study characterized what the traffic was like and what they think the traffic demand will be in the future. They identified what types of improvements will be needed and looked at the various options available to fix them. The study did not select or recommend a single preferred alternative but assessed the options. Carole presented the results of the study showing all the possible alternative routes.

The suggested actions for the KMPO are as follows:

- Support the ITD proposal to establish a new access policy for SH 41.
- Help establish a vision for US 95. A consensus of local leadership is needed on the future of existing US 95.
 - In 0-5 years certain operational policies need to be in place agreeable by the local jurisdictions and ITD so that as growth and development occurs it prevents more expensive implementation of operational decisions in the future (additional access points outside of half-mile spacing, the ability to deploy Intelligent Transportation Systems, smarter controllers, etc).
- Support in implementing ITD's Access Policy (signal spacing and median decisions).
- KMPO sponsored public outreach may be needed.

Dick Edinger made a motion to support ITD's proposal for a new access policy on State Highway 41, which would include signalization at half-mile intervals. Dave Atwood seconded the motion, which was unanimously approved.

Dave Atwood made a motion to support moving forward on US Highway 95 with signals every half-mile. Dick Edinger seconded the motion, which was unanimously approved.

5. Idaho Urban Balancing Committee.

Glenn Miles will be meeting with the Urban Balancing Committee (UBC) via teleconference on July 16th. He indicated that there were questions being asked from members of that committee about Government Way and if this project will move forward. He assured them that it is moving forward. He also informed the Board about the UBC's policy on cost overruns.

6. Public Transportation Report – John Austin

John Austin indicated that Kootenai County is very supportive of public transportation. The TEAM application has been received and the County has hired a short-term transportation planner. They are attempting to set up their first scoping meeting with the County Commissioners July 8th at 8:30 am along with the public transportation sub-committee. They have been working on who the transit partners might be in the urban area. They have approximately 16 potential partners at this time who meet the criteria. They will be sending out a Request for Information to the potential partners. They will be asking the County Commissioners what type of public process they would like them to follow. They anticipate completing everything under their contract by the end of March 2004.

7. Board Member Items.

Dixie Reid thanked Glenn Miles for the PowerPoint presentation he provided to her for the Kootenai Perspectives meeting she attended. It was very well received. This presentation is available for any Board Member who might need it.

John McHugh reminded the Board that the ITD Board will be meeting on July 18th in ITD District 1 in Coeur d'Alene. They will be having a short reception for everyone to meet the new Director.

8. Public Comments.

No public comments were made at this time.

9. Adjournment.

There being no further business before the Kootenai Metropolitan Planning Organization Policy Board, the meeting was adjourned at 2:40 pm.

JUDY HAZARD
Recording Secretary