

MEETING MINUTES

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

Board Members in Attendance:

Dave Atwood	Lakes Highway District
Anson Gable	City of Hayden
Lynn Humphreys	Post Falls Highway District
Gus Johnson	Kootenai County Commissioner
Clay Larkin	City of Post Falls
Tom St. John, Vice-Chair	Worley Highway District
Scott Stokes	ITD District 1 Engineer
Ken Renner (Alternate)	East Side Highway District

Board Members Absent:

Dick Edinger	East Side Highway District
Joe Hassell	City of Rathdrum
Dixie Reid, Chair	City of Coeur d'Alene

Guests Present:

Gordon Dobler, KCATT
Carole Richardson, ITD
Bob Wilbur, P.F. Highway District
John Austin, Public Transportation
Ron Koontz, City of Dalton
Herb Heisel, P.F. Highway District
Lila Erickson, City of Hayden
John McHugh, ITD

Staff Present:

Glenn Miles, Transportation Manager
Ed Hayes, Sr. Transportation Planner
Judy Liljenberg, 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 1:00 pm.

2. Approval of April Meeting Minutes.

Lynn Humphries corrected the April 14, 2003 minutes to reflect that he was, in fact, in attendance at that meeting.

Lynn Humphries made a motion to approve the April 3, 2003 and the April 14, 2003 (as corrected) meeting minutes. Gus Johnson seconded the motion, which was unanimously approved.

3. Administrative Matters.

a) City of Coeur d'Alene STIP Request

The City of Coeur d'Alene has sent a letter to ITD and the KMPO Board indicating they will be turning back the Atlas Bike Path project, which was funded with enhancement funds. As there are no projects available in this area to utilize enhancement funds, they will be returned to Boise for redistribution.

Dave Atwood made a motion to approve the Coeur d'Alene STIP request to remove the Atlas Road Bike Path project from the State Transportation Improvement Plan. Lynn Humphries seconded the motion, which was unanimously approved.

b) TIP Amendment for Transit

Notification has been received that indicates that Federal Transit Administration approved the TIP amendment, which came about as a result of the special meeting of the KMPO Board on April 14th. The amendment was approved effective April 28th. This allowed funds to be programmed so that when Kootenai County puts the transit funds into TEAM that the line items could be opened up and allows reimbursement of those costs incurred because they fall within the pre-award authority provisions of Federal Transit Administration.

4) KCATT Recommendations.

a) Unified Planning Work Program Amendment #1

i) Kootenai County Public Transportation Planner Position

KMPO has received a request to amend the Unified Planning Work Program (UPWP) to include Federal Transit Administration Section 5307 funding in the amount of \$48,000 to Kootenai County for a transportation planner position to provide current operational

planning activities, coordination with contracted service providers, and conduct a baseline survey of existing services and users. Local matching funds in the amount of \$12,000 would be the responsibility of Kootenai County.

The recommendation of the KCATT is to approve the amendment to the UPWP in the amount of \$48,000 in order for this position to move forward.

This section deals with short-range transportation issues and the County coordinating with various transportation service providers. The work program also has an element for doing long-range public transportation plan for the metropolitan area.

Clay Larkin made a motion to amend the Unified Planning Work Program to add \$48,000 in FTA Section 5307 funds along with the \$12,000 local match in order for Kootenai County to access these funds through their FTA grant. Gus Johnson seconded the motion, which was unanimously approved.

ii) Huetter Road Bypass Amendment

ITD's US 95 Coeur d'Alene Corridor Study has been completed. One of the needs identified is the preservation of right-of-way adjacent to or near Huetter Road for a future north-south arterial corridor. KCATT has discussed what is needed to begin this process and recommends the KMPO Board amend the UPWP to include a study of the Huetter Corridor. This would indicate moving some of the funds from the public transportation category and creating a fifth category "Regional Corridor Studies" and providing funds of approximately \$35,000 to that task to look at the Huetter Corridor Study.

In the UPWP there is \$74,000 set up for transportation planning activities. With the passing of the motion made to amend the UPWP made in part (i) of this section, \$35,000 can now be deducted from the \$74,000 and used for a corridor study.

The \$35,000 will get the study underway. In June 2003 the Board will be asked for approval to release an RFP.

Dave Atwood made a motion to amend the UPWP to include a study of the Huetter Corridor and move approximately \$35,000 from the public transportation line item into line item #5 for regional transportation corridors. Clay Larkin seconded the motion, which was unanimously approved.

5. Idaho Urban Committee.

a) Urban Balancing Meeting Results

Glenn Miles along with several members of the Board attended an Urban Balancing meeting in Boise on April 24th. Glenn gave an overview of the discussion that took place at that meeting. He explained the importance of having projects ready to fill a hole when

a project is unable to use certain available funds. Projects should have concept reports completed in case funds become available.

At this time \$10 million in STP funds is shared by COMPAS and the remaining MPOs. A proposal to be brought up by the ITD Board in May is that COMPAS would be a stand-alone agency with their specific allocation of about \$4.3 million. The regular program from which the other MPOs can draw would remain at its current funding level. This would leave more funds available for the MPOs to develop projects and get into the program. If this proposal is approved it would provide approximately \$600,000 to \$900,000 to KMPO.

Clay Larkin and Gordon Dobler complimented Glenn Miles and Tom St. John on the great job they did for the KMPO at the Urban Balancing Meeting.

Glenn asked the Board if they wanted him to attend the ITD Board meeting in Lewiston on May 14th. They Board agreed they would like Glenn to attend that meeting.

Glenn also asked the Board who the designated representative should be at the Urban Balancing meetings on an ongoing basis. One vote is given to each MPO and therefore it is important to know who the voting representative is. For continuity purposes that representative should be at every meeting and knowledgeable about the subjects being voted on.

Mr. Lynn Humphreys made a motion to appoint Glenn Miles as the voting representative at all of the Urban Balancing meetings. Gus Johnson seconded the motion, which was unanimously approved.

Mr. Miles would like KCATT to meet prior to **?month** 22nd to look at list of projects and give a provisional approval to the prioritization of those projects. This list would then be brought back to the Board in June for ratification of the KCATT recommendation.

6. Public Transportation Report.

John Austin reported that Kootenai **???????????** Center trustees approved the \$125,000 match for public transportation; NICE's Board of Trustees approved the \$36,500 contribution for public transportation. Those agreements are now in place with the County Commissioners. The Commissioners also entered into an agreement with NICE to provide public transportation for 12 months at the current level now being provided. They also approved an agreement with **Agency on Health and Aging Services**. The TEAM application is just about completed which will get the information to FTA for funding. The amendments made to the STIP and TIP are effective April 28th. Any costs incurred by any of the entities from that point forward are reimbursable. Mr. Austin thanked the County for the work they have done and the Cities who have stepped forward to fill the cash void while the FTA funds were being approved.

The Board complimented Mr. Austin on a job well done.

7. Board Member Items.

John McHugh gave an update on some staffing situations at ITD.

Scott Stokes reported that ITD held a public open house on their effort North Coeur d'Alene to Sandpoint. Their effort is to completely define the concept and complete an environmental document to rebuild Highway 95. From this stage forward they will be seeking ideas on alignments and alternatives. Very positive comments were received.

Thanks to Anson Gable and the City of Hayden for providing cookies for the meeting today.

The next meeting is scheduled for June 5, 2003.

8. Public Comments.

No public comments were received at this time.

9. Adjournment.

There being no further business before the Kootenai Metropolitan Planning Organization Policy Board, the meeting was adjourned at 2:15 pm.

JUDY LILJENBERG
Recording Secretary

