

MEETING MINUTES

Kootenai Metropolitan Planning Organization
Policy Board Meeting
September 4, 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
Anson Gable	City of Hayden
Joe Hassell	City of Rathdrum
Lynn Humphreys	Post Falls Highway District
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:

Gus Johnson	Kootenai County Commissioner
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Guests Present:

Bob Wilbur, Post Falls Highway District
Louis Krug, HDR Engineering
Robert Paulus, City of Post Falls
Joe Wuest, Lakes Highway District
Chris Hanson, Lakes Highway District
Chuck Taylor, IAR
Lori Barnes, Northwest Dynamics
Megan Rounds, Allwest
Carole Richardson, ITD
Suzan Scott, CDA Chamber
John McHugh, ITD Board
Lila Erickson, City of Hayden
Jay Hassell, JUB Engineers

Staff Present:

Glenn Miles, Transportation Manager
Shannon Amidon, Public Ed. and Information
Tanna Dole, Transportation Planner

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 July Meeting Minutes.

Motion was made and seconded to approve the July 3, 2003 meeting minutes. Minutes for July meeting were unanimously approved.

3. Project Updates.

US 95 – Garwood to Sandpoint:

Lou Krug from HDR Engineering presented an update. Mr. Krug reported that the project was on time according to the project schedule. He explained the study is to determine what the long term needs (20-30 years) are for the corridor, taking into consideration engineering, environmental and purpose of the project. The two main reasons for looking over the corridor are capacity and safety. Krug stated the recommended design concept is a four-lane highway with access control. There are four reasons for this recommendation; 1) capacity, 2) safety, 3) functional classification, 4) public support. Krug continued by showing the alternative routes that have been suggested by citizens. He said he had presented this design concept to both the Bonner County Area Transportation Team (BCATT) and Kootenai County Area Transportation Team (KCATT). Additionally there will be public meetings to present the recommended design concept. Krug asked each Board member for comments on the design concept.

Bridging The Valley (BTV):

Kurt Reichelt, HDR Project Manager and Lori Barnes, Northwest Dynamics presented the update. Reichelt reported the 18-month project is in its fourth month and is on schedule. He explained the primary purposes of the project is safety, waiting periods for emergency vehicles, improve noise level, improve traffic flow and improve development opportunities. The project will construct approximately 20 separated grade crossings within the BNFS corridor. The timeline calls for final design to begin in 2005, construction to begin in 2007, and rail operations to begin in 2009. He explained they had made contacts with public agencies in both Idaho and Washington. Reichelt explained there had already been two public meetings for the Rathdrum alternative routes. There are three alternatives. All are feasible and within a 15% cost of each other. Lori Barnes stated the three alternatives have been presented to the Rathdrum Transportation Committee and they evaluated each option. There will be a public meeting September 11 at 6:30 PM at the Lakeland High School allowing citizens to evaluate the options. It will

then be finalized by City Council. Commissioner Dave Atwood from Lakes Highway District asked if there was a trans-load facility being considered. Reichelt replied no. Transportation Manager Glenn Miles said this project was to do the basic part of BTV; this being the track re-location and grade separations. He explained decisions would need to be made regarding branch lines and the option of a trans-load facility may be added to the work effort at that time. Atwood continued by asking what the response has been from legislators. Miles said the response from the Congressional delegation has been good. Miles added that it would be necessary to seek additional funding sources. He stated that one of the possibilities was a bill now in the Senate called the Federal Railroad Investment Act and will be in the House soon. The Senate added an amendment adding federal funding for projects that are bi-state and that consolidate Class 1 Railroad Corridors. www.BridgingTheValley.org

4. Administrative Matters.

Letters to designate Alternate Member:

Miles reminded the Board to send written notification designating their Alternate. Miles said that a letter had been received designating Chris Hanson, Commissioner from Lakes Highway District as the alternate. Commissioner Atwood introduced Hanson to the Board. Atwood added that Hanson would be his replacement on the KMPO Board in October. Chair, Dixie Reid read a letter of resignation from Atwood. The Board expressed their gratitude for the years of service Atwood has given to transportation in Kootenai County.

Public Involvement Policy/Title VI Plan:

Miles explained there is a requirement for Public Involvement and a Title VI Plan. The proposed plans were distributed and Shannon Amidon, Public Education and Involvement Coordinator. Amidon presented a Power Point presentation giving a full explanation of the requirement. A 45-day review period for the draft before it's formal adoption is required to allow for public comment. Scott Stokes suggested the Board review and accept the draft before it is officially put out for public comment. Chair, Reid concurred by stating that no action would be taken and the plan would be on the October agenda for discussion and adoption. Miles added that all public comments will be part of the record and will come before the Board.

5. KCATT Recommendations.

Federal Functional Classification (FFC) Map Update:

Miles started by saying there were more than 70 changes to the map. He explained that it has been reviewed by KCATT three times and it has been recommended by KCATT to forward on to Idaho Transportation Department (ITD) for submittal to Federal Highway Administration. He stated that Kootenai County was probably the only County to have its FFC map in a Geographic Information System. The map will be submitted both in electronic and hard copy format. Miles distributed both Rural and Urban FFC to the Board. The Board unanimously adopted the updated FFC Map update.

6. Idaho Urban Committee.

Miles reported that funding for the Government Way project has been obligated and the bridge on Seltice Way is moving forward. He emphasized the importance of being ready with concept reports and preliminary engineering for the projects that are listed in the STIP in order to avoid slipping in the program. Miles also added the need to be informed of the progress on each project and if one is slipping in schedule to contact Miles and let him know. Commissioner St. John asked if it would be prudent to have a list of smaller projects on deck if some others slipped. Miles said yes and he currently had a waiting list of smaller projects. St. John asked if the Board should be reviewing the smaller projects. Miles explained that a workshop would be scheduled to review the smaller projects and it would be important for the Board to establish the priorities. Miles reported that the Memorandum of Understanding (MOU) was still being worked on. All the Metropolitan Planning Organizations (MPO) in Idaho would be asked to sign the MOU. The MOU would establish the operating rules for the Urban Balancing Committee.

7. Public Transportation Report – John Austin was absent.

8. Unified Planning Work Program – Draft UPWP 2004

Miles explained that the UPWP proposed for 2004 is essentially a roll over of the last program with some additions. The additions included KCATT plan update, the carryover of \$140,000 supporting the Public Transportation Plan and Huetter Road Corridor Study. Chair Reid questioned the local match of \$51,000. Miles explained incorporating the carryover match from 2003, the local match from Kootenai County (short range transit planning element), and the match for the current year of 2004. **Commissioner Edinger MOVED to accept the UPWP for FY 2004 as written, Mayor Larkin SECONDED. The UPWP FY 2004 was unanimously accepted.**

9. Request for Proposal Status:

Miles explained that seven (7) proposals had been received; two (2) for the Public Transportation Plan and five (5) for the Huetter Road Corridor Study. A selection committee narrowed proposals to three on the Huetter Road Corridor Study. The three consultants to be interviewed will be JUB Engineers Inc., Transpo Group Inc. and Meyer, Mohaddes & Associates, Inc. Both Nelson Nygaard, Inc and Transpo Group will be interviewed for the Public Transportation Plan. Interviews are scheduled for September 16 and September 23.

10. Board Member Items:

Commissioner Edinger asked Miles who had been hired in July along with Tanna Dole. Miles said there were two other hired. He explained the other two new employees were not doing work that would be billed to KMPO.

Scott Stokes reflected on the progress KMPO has made in the first year. Stokes commended Miles and SRTC staff for all the work they have done to get the KMPO up and running. Stokes also thanked Carole Richardson for her part in the KMPO and mentioned to the group that Carole would be leaving ITD to take a new position with

Oregon Department of Transportation. Edinger also thanked Richardson for her contribution to the success of the KMPO.

Chair Reid reported that she and Miles as well as others had met with Jenna Dorn the Federal Transit Administrator. Miles said he thought that Dorn had communicated the importance of giving people a choice, in terms of transportation. Miles said he was pleased that KMPO had begun the process of putting together a Public Transportation Plan. Dorn had stated the urban areas that have a good road system and a good public transportation system would be the areas that experience economic growth and development.

Miles reported that Empire Airlines had attended the August meeting of the KCATT. Empire is interested in expansion at the CDA Airport. There are infrastructure and access concerns. Miles said he didn't think Empire's plan were developed far enough to know exactly what those concerns are and how to deal with those concerns. He further stated that before anything can be done it would be important to know what it is they need and the time frame it is needed.

11. Public Comments - None

12. Adjournment.

There being no further business before the Kootenai Metropolitan Planning Organization Policy Board, the meeting was adjourned at 2:30 PM.

Several Board members and Miles proceeded to go on a tour of the Huetter Road Corridor.

TANNA DOLE
Recording Secretary