

MEETING MINUTES

Kootenai Metropolitan Planning Organization
Policy Board Meeting
August 7, 2008
Idaho Transportation Department District 1 Headquarters
Coeur d'Alene, Idaho

Board Members in Attendance:

Clay Larkin, Vice Chair	City of Post Falls
Al Hassell	City of Coeur d'Alene
Jimmie Dorsey	East Side Highway District
Marv Lekstrum	Lakes Highway District
Damon Allen	Idaho Transportation Department
James Mangan	Worley Highway District
Vic Holmes	City of Rathdrum
Rick Currie	Kootenai County
Anson Gable	City of Hayden

Board Members Absent:

Lynn Humphreys, Chair	Post Falls Highway District
Norma Peone	Coeur d'Alene Tribe

Staff Present:

Glenn Miles, Executive Director
Carole Richardson, Transp. Planning Engineer
Jennifer Wash, Administrative Assistant

1. Call to Order.

The meeting of the Kootenai Metropolitan Planning Organization Policy Board was called to order by Vice-Chair, Clay Larkin at 1:30 pm.

2. Approval of July Meeting Minutes.

Mr. Vic Holmes made a motion to approve the July 3, 2008 meeting minutes. Mr. Jimmie Dorsey seconded the motion, which was unanimously approved.

3. Public Comments –

4. Administrative Matters – Glenn Miles

Vouchers 4a – 4c

Mr. Jimmie Dorsey made a motion to approve the payments:

- a) **KMPO Vouchers for May 2008 in the amount of \$38,825.62.**
- b) **Huetter Corridor Study – Key 9170 – May 2008 in the amount of \$691.96.**
- c) **US 97 Study – Key 9770 – May 2008 in the amount of \$46,182.92.**

The motion was seconded by Mr. Vic Holmes and unanimously approved.

5. Public Transportation

a) Status Report on Citylink Service

Mr. Alan Eirls, Citylink Transportation Manager, handed out the Citylink report and updated the Board on ridership for the month of July. He reported that there were no breakdowns and there was an increase of 5,000 riders for the month. Mr. Eirls also mentioned that in the report they added a Total Ridership Comparison chart for the past 3 years.

Mr. Currie asked about maintenance for the buses? Mr. Eirls stated the eco forms are complete for the release of funds for the maintenance facility. Since it is so late in the year the funds will be used to get the ground broken and a slab placed before winter.

Mr. Larkin reminded the group that it is almost at the end of the 2nd year of a 3 year grant and wanted to know in what point in time will Citylink start their application for another 3 year cycle. Mr. Eirls emphasized that they will start the process of applying soon since their contract expires in April 2009.

b) Status Report on KATS Service

Ms. Helen Stephens handed out the KATS-Link report but had to leave to attend a prior engagement. Mr. John Austin updated the Board on KATS-Link report for July stating there was a 20,000 increase in ridership since last July. As far as the next three year agreement, PAC will be working with the county commissioners with this agreement.

c) Financial Report – John Austin

Mr. John Austin, from PAC, gave an update of the budget financials.

d) PT Roundtable

i. Roundtable Report – Pearl Bouchard

Ms. Pearl Bouchard elected Chair for the Public Transportation Roundtable gave an update of the July 17th meeting. Items that were addressed were; the public transportation budget presented by John Austin; Citylink needs for growth and bus facility presented by Rod Mitchell; connectivity between Coeur d’Alene, Post Falls and Spokane; potential planning studies that would benefit public transportation; Public Transportation Authorities and the possibility of inviting a speaker of an area Authority to

speak at the next Roundtable meeting; and a presentation from John Krause from ITD in Boise on IMAP and how the PT Roundtable can support ITD with this effort. Ms. Bouchard stated the meeting met for the full two hours and she was impressed by the dedication and willingness to help in many different capacities by the members.

ii. "Citizen at Large" appointment to the Roundtable

Mr. Glenn Miles, Ms. Carole Richardson, Mr. Clay Larkin and Mr. Lynn Humphreys met at Post Falls Highway District and discussed the 12 applicants for the Public Transportation Roundtable Citizen positions. Five candidates were recommended: Laurie Hassell from Coeur d'Alene, Jeff "Hutch" Hutchinson from Coeur d'Alene, James Hail III from Post Falls, Donna Montgomery from Hayden, and Donna Hansen from Harrison.

Mr. James Mangan made a motion to nominate the five candidates for Citizen seats on the Public Transportation Roundtable. Mr. Rick Currie seconded the motion which was unanimously approved.

iii. Appointment of KMPO Board member to the Roundtable

Mr. Bob Wilbur of the Post Falls Highway District nominated Mr. Lynn Humphreys to be Chair for the Public Transportation Roundtable.

Mr. Bob Wilbur made a motion to nominate Mr. Lynn Humphreys as Chair for the PT Roundtable. Mr. Marv Lekstrum seconded the motion.

Mr. Curry shared concerns of not having Mr. Humphreys here to accept the nomination.

Mr. Al Hassell volunteered for the position if Mr. Humphreys is not able or chooses not to accept the position of Chair.

Mr. Bob Wilbur made a motion to nominate Mr. Lynn Humphreys as Chair for the PT Roundtable. If he does not accept this position, Mr. Al Hassell will take over the role of Chair for the PT Roundtable. Mr. Rick Curry seconded the motion, which was unanimously approved.

6. KCATT Recommendations – Jeff Zaugg

KCATT Chair Jeff Zaugg reminded the Board that in June, KCATT came before you with the recommendations of the redistribution of the funds (\$3M) set aside for the Lancaster Interchange project and the Board suggested KCATT go back and reconsider a call for additional projects. There was one additional project from the City of Post Falls which in July KCATT evaluated using the same criteria as the other projects on the list. Mr. Zaugg came forward with a recommendation of the redistribution of these funds. KCATT recommends that Gov't Way; Hanley to Dalton right of way acquisition utility relocation receive \$1M; the Hanley Ave, Gov't Way to 4th design for environmental

clearance right of way acquisition and construction receive 933,000; I90 Post Falls Access improvement design (Greensferry Interchange) project receive \$1M; and the Huetter Corridor Right of Way preservation and hardship protection acquisition would receive the remainder of \$217,000.

Mr. Zaugg brought up that there was a question brought before the KMPO Board whether or not there would be matching funds available with regard to the Huetter Bypass. He stated discussions between Mr. Glenn Miles, Mr. Damon Allen and Mr. Jim Coleman indicated that state matching funds would be a possibility.

After a short discussion the Board came to a decision.

Mr. James Mangan made a motion to approve the reallocation of the Lancaster project funds as follows: Gov't Way - Hanley to Dalton right of way acquisition utility relocation receive \$1M; the Hanley Ave, Gov't Way to 4th design for environmental clearance right of way acquisition and construction receive \$933,000; I90 Post Falls Access improvement design (Greensferry Interchange) project receive \$1M; and the Huetter Corridor Right of Way preservation and hardship protection acquisition would receive the remainder of \$217,000. Mr. Vic Holmes seconded the motion which was unanimously approved.

7. Director's Report – Glenn Miles

Mr. Glenn Miles stated KMPO has been soliciting input for the upcoming Unified Planning Work Program which sets up the budget and work activities for the next year. He reported it is time to update the Public Transportation Plan that was developed by Nelson Nygaard a couple years ago. KMPO also had a request to do a regional non-motorized pathways plan and also will be looking at two possible corridor studies: one being Highway 53 from Rathdrum to US95 and second, the next step to the Highway 41 plan that was adopted by local jurisdiction in that community.

Mr. Miles also updated the Board on the 2009 Federal Appropriations cycle and the Inland Pacific HUB.

In addition Mr. Miles reported that KMPO has had a lot of interest on KMPO's website and web-blog. He mentioned it has been a very busy year in transportation.

8. Other Business

a) Vehicle Registration Fee

Mr. Joe Wuest gave an update of the Vehicle Registration Fee and the united front that is needed for public education and how the process would proceed. The main topic was funding and how to fund the website and informational brochures. Mr. Wuest stated that the committee would like to see each jurisdiction put in \$1,000 for this ballot measure to go forward and asked for their support or concurrence with this effort.

Mr. Currie stated that if he is not mistaken, using public funds for campaigning are illegal. Mr. Hassell made the comment that public outreach is not illegal as long as you are not saying you are for or against the measure, but using it only as a public education outreach effort.

The purpose of this update from is strictly informational and Mr. Wuest wanted to make the Board aware of KCATT's vehicle fee subcommittee's intentions for moving forward.

b) US95 Access Study

i. Project Update

Ms. Carole Richardson gave a project update of the US95 Access Study. She advised a public meeting is planned toward the end of the month and a presentation to the Board should be ready by the next meeting in September.

ii. Contractor Agreement Amendment 1

Ms. Carole Richardson presented a Contractor Agreement with David Evans and Associates to add two alternatives to the scope of work.

Mr. Marv Lekstrum made a motion to approve the Contractor Agreement Amendment 1 with David Evans and Associates. Mr. Jimmie Dorsey seconded the motion which was unanimously approved.

iii. Cooperative Agreement Amendment 1

Mr. Richardson presented the Cooperative Agreement Amendment 1 which is the financial agreement that states how KMPO is going to pay the consultant for the modification to the scope of work. The amendment says that the City of Coeur d'Alene will put in another \$12,000 and \$14,000 will come from KMPO's federal planning fund.

Mr. Bob Wilbur made a motion to approve the Cooperative Agreement Amendment 1 with David Evans and Associates. Mr. Marv Lekstrum seconded the motion which was unanimously approved.

c) FY08 TIP Amendment

Mr. Glenn Miles reported at the Urban Balancing meeting there was an opportunity to receive preliminary engineering funds for the Government Way Hanley to Dalton project. A new key number was needed due to the old key number being closed out. This amendment would formally put this project into the TIP with a new key number assigned.

Mr. Al Hassell made a motion to approve the FY08 TIP Amendment. Mr. Jimmie Dorsey seconded the motion which was unanimously approved.

d) Draft FY09-13 TIP available for public comment

Mr. Glenn Miles emphasized that the Draft FY09-13 Transportation Improvement Program (TIP) that was prepared in their Board packets as well as available on the KMPO website is out for public comment. The TIP shows all the projects that we know to be financed through various federal and state local funds for the next 5 years. The comment period is through August 22nd and any comments made KMPO staff will incorporate the comments and the document will be brought back for Board deliberations at the September Board meeting.

e) Air Quality Update – Mark Boyle

Mr. Mark Boyle gave an air quality update which included the Rathdrum Prairie Ozone Precursor Study. He passed out to the Board a detailed description of the study and the schedule of scope of work. Mr. Boyle stated they will start the study August 25 and will conclude by September 6, 2008. The reason DEQ is conducting this study is to get a picture of emissions inventory data in Kootenai County.

Mr. Larkin asked if Mr. Boyle would come back and give an update of the data collected in the fall. Mr. Boyle accepted and added that the final study will be complete by the end of the year and he will come back sometime in January to present the final study outcome.

9. Board Member Items

There were no Board member items.

10. Adjournment.

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

Jennifer Wash
Recording Secretary