

MEETING MINUTES

Kootenai Metropolitan Planning Organization
Policy Board Meeting
July 2, 2009
Idaho Transportation Department District 1 Headquarters
Coeur d'Alene, Idaho

Board Members in Attendance:

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|-------------------------|---------------------------------|
| Jimmie Dorsey, Chair | East Side Highway District |
| Clay Larkin, Vice Chair | City of Post Falls |
| Lynn Humphreys | Post Falls Highway District |
| Damon Allen | Idaho Transportation Department |
| Vic Holmes | City of Rathdrum |
| Al Hassell | City of Coeur d'Alene |
| James Mangan | Worley Highway District |
| Todd Tondee | Kootenai County (Replacement) |

Board Members Absent:

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|---------------|------------------------|
| Anson Gable | City of Hayden |
| Marv Lekstrum | Lakes Highway District |
| Rick Currie | Kootenai County |
| Norma Peone | Coeur d'Alene Tribe |

Staff Present:

Glenn Miles, Transportation Manager
Ryan Stewart, Sr. Transportation Planner
Bonnie Gow, Transportation Planner I
Donna Lively, Administrative Assistant

1. Call to Order.

The meeting of the Kootenai Metropolitan Planning Organization Policy Board was called to order by Chair, Jimmie Dorsey at 1:30 pm.

2. Approval of June Meeting Minutes.

Mr. Lynn Humphreys made a motion to approve the June 4, 2009 meeting minutes. Mr. James Mangan seconded the motion, which was unanimously approved.

3. Public Comments – There were no comments given.

4. Administrative Matters – Glenn Miles

Vouchers 4.a.

Mr. James Mangan made a motion to approve the payments:

- a) KMPO Vouchers for May 2009 in the amount of \$23,455.71.**

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

Vouchers 4.b.

Mr. James Mangan made a motion to approve the payments:

- b) Huetter Corridor Study – Key 9170 for May 2009 in the amount of \$38,837.82.**

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

c) SRTC Contract Renewal

Mr. Glenn Miles deferred the agenda item to Mr. Jimmie Dorsey who stated that the Request for Proposal (RFP) for the KMPO service contract was sent out to Board members for review. Legal staff, Mr. Art Macomber, and KMPO staff coordinated to prepare the RFP for advertisement and posting on the KMPO website. Mr. Glenn Miles noted that the RFP will be posted on the website following the Board meeting and will go out for ad through the East Side Highway District tomorrow.

Mr. Dorsey stated that the ad will close on the Monday prior to the next KMPO Board Meeting; i.e., August 3, 2009. The results will be compiled and discussed at the next Board meeting. Questions pertaining to the RFP are to be in writing and routed through the East Side Highway District.

5. Public Transportation

a) Status Report on Citylink Service – Alan Eirls

Mr. Alan Eirls reported that there were several bus breakdowns. One of the buses experienced a problem with a condenser that was under warranty. The bus is with Husky while Husky and the manufacturer resolve who will be paying the replacement cost.

Mr. Eirls reported that ridership is up 6,000 passengers over the same month last year and almost 2,000 passengers over last month. He talked with several vendors regarding the possibility of providing transit style training due to the growth of the C route. He added that the variations in ridership are the result of what is going on locally at any given time.

Mr. Eirls stated that they are reviewing the Riverbend area as a possible location to provide services to. If it appears feasible, it will be brought to the Board for consideration at a future Board meeting.

Mr. Eirls was asked as to whether there was much feedback with regard to the move to the new site at Riverstone. Mr. Eirls responded that the move has been positive; the only complaint came from a woman in a wheelchair who had difficulty maneuvering on the gravel; however, a Citylink staff member provided immediate assistance to her.

Mr. Mangan asked whether there was any more information with regard to the recent gunshot incident. Mr. Eirls responded that the police closed the incident within three days of when it was reported due to the unlikelihood of finding the perpetrator.

b) Status Report on KATS Service – Helen Stephens

Ms. Helen Stevens handed out The KATS-Link report and stated that she is working on trying to obtain another wheelchair accessible vehicle in order to accommodate more passengers. She added that July/August begins the busy season for shuttles; e.g., Art on the Green, basketball camps, etc. It was noted that the numbers from Post Falls was down from last year and that they have one vehicle servicing Post Falls.

c) Financial Report – John Austin

Mr. John Austin reported that given the current uncertainty of the Transit Center site with regard to the stimulus grant, the grant proposal was amended to \$570,000 to go toward buses only. The grant will be amended again at a later date once the site has been approved.

He added that FTA has approved their Disadvantage Business Plan, which will be forwarded to the County Commissioners for approval. He introduced Ms. Michelle Porter from the Disability Action Center Northwest who is working on coordinating a consistent Citylink route to the Silverwood Theme Park.

d) DEQ Update – Mark Boyle

Mr. Mark Boyle provided a handout and an update on the ozone season to date. He pointed to a June 2008 vs. June 2009 comparison stating that the June '08 data produced the fourth highest value which is used to compare with the federal standard and the Inspection and Maintenance Rule currently being drafted for Ada and Canyon Counties. He noted that the 2009 figures are below the 2008 figures so far; the significance being that Kootenai County must stay below the 61 parts per billion threshold to remain unaffected by the Rule. He stated that alternative transportation sources such as Citylink may be attributing to emissions reduction.

Mr. Boyle stated that the Coeur d'Alene School District will receive diesel retrofits for their school buses to reduce emissions.

Mr. Lynn Humphreys expressed concern with regard to the ozone data and construction, asking whether it will affect the 3-year average and be noted. Mr. Boyle stated that it would be used as an evaluation tool and will be noted.

e) Transit Center Location Study Update – Ryan Stewart

Mr. Ryan Stewart introduced Mr. Stan Griswold from The Land Group, Inc. who was there to provide an update. Mr. Griswold reported that the first technical memo was released and distributed to the Board for review. He stated that the top three sites include Riverstone, Appleway/Lee Court, and Ramsey, north of the Conoco station. These sites will be further analyzed and cost estimates and designs provided in the forthcoming second technical memo, which is expected to be released around mid-July. The study is expected to be completed by the end of July with a preferred site recommendation expected for Board approval in August.

Mr. Clay Larkin asked whether future needs are being considered in the Study; Mr. Griswold stated that it was. Mr. Larkin complimented The Land Group on their technical memo stating that it was very articulate and easy to understand.

6. KCATT Recommendations

Mr. Miles reported that KCATT concurred with both the Transit Center Location Study Technical Memo 01 document and the KMPO Travel Demand Model documents, which will be presented to the Board under a separate agenda item later in the meeting.

7. Director's Report – Glenn Miles

Mr. Glenn Miles reported that the Urban Balancing Committee meeting was held last Thursday and there were plenty of urban areas seeking project funding. He noted that the local Hanley Avenue project has secured funding.

Mr. Miles reported that a briefing of the Federal Authorization Bill was electronically distributed to Board members several days ago. Congressional leadership has made it clear that until climate and energy bills are passed, a transportation authorization bill will not be forthcoming. Although an 18-month extension to SAFETEA-LU (Safe, Accountable, Flexible, Efficient Transportation Equity Act – A Legacy for Users) was discussed, the Chairman of the Transportation and Infrastructure Committee, Congressman Oberstar, has stated that he will not support the extension. Also, the possibility of using future stimulus funds to fill the Highway Trust Fund was discussed.

8. Other Business

a) KMPO Travel Demand Model Update – Bonnie Gow

Ms. Bonnie Gow provided copies of the 2007 KMPO VISUM Travel Demand Base Model and the 2007 KMPO Land Use Update and 2015, 2030 Land Use Growth

Projections for Board review. She briefly described the process involved in updating the Land Use Growth Projections, which required the cooperation and responses provided by the various jurisdictions. Mr. Miles stated that local jurisdictions have done a great job working with Bonnie and staff to provide not only the initial input, but also the follow up review and edits.

Ms. Gow then reviewed the 2007 KMPO Base Model containing the land use updates provided by each jurisdiction. Building the 2030 and 2015 base model has begun, however, the final project lists are needed from all jurisdictions before they can be completed (only one jurisdiction remains to respond). Ms. Gow briefly explained her work on the model and stated that she hopes to have the 2030 and 2015 model completed by early September. She clarified that any projects that could affect the model should be noted.

Ms. Gow apologized for not providing these documents to the Board earlier for review purposes; consequently, Board concurrence will be requested at next month's meeting.

Mr. Clay Larkin asked whether the model will mitigate the need for developers to provide multiple traffic studies on proposed developments. Mr. Miles stated that planning departments can use their land use data to review Traffic Analysis Zones (TAZs) for comparison with comp plans to see what growth was anticipated in the model. If what the developer is proposing is within the comprehensive plans and incorporated into the model, then half of their work is done. It does not, however, address site-specific impacts, e.g., needed traffic signals, etc. Mr. Miles emphasized the importance that all jurisdictions report any changes to the traffic network to KMPO staff in order to keep the model continuously updated.

b) FY 2009-2010 Statewide TIP Amendment – Kootenai County

Mr. Miles deferred the agenda item to Mr. John Austin since the requests were Federal Transit Administration (FTA) related. Mr. Austin stated that the County desires to shift funding towards the additional FTA required paratransit services and preventative maintenance costs. The request is necessary to allow for the new paratransit system that was approved by FTA in January and to address the associated costs reflected in Citylink's unexpected growth.

Mr. Clay Larkin made a motion to approve the Statewide Transportation Improvement Program amendment as presented. Mr. Vic Holmes seconded the motion, which was unanimously approved.

c) Governor's Stimulus Package – Call for Projects Update

Mr. Glenn Miles reported that the Governor received \$18 million in additional discretionary funds through the Department of Education; approximately \$775,105 of that has been allocated to Kootenai County. He stated that the stimulus project list approved earlier by the Board was used to determine projects eligible to receive the

funding. He noted that the City of Coeur d'Alene's Kathleen/Howard Street project and the City of Post Falls' McGuire/Prairie roundabout project were identified to receive the funds. Moreover, \$45,000 of the funds will go toward construction engineering costs that were overlooked on the City of Dalton Gardens stimulus project.

Mr. Miles stated that there is uncertainty as to who will administer these funds, thus it is important for these entities to treat the funds as federal aid and carefully account for project expenditures should they be audited.

9. Board Member Items

Mr. Clay Larkin reported on the boat inspection stations set up throughout the county by the Department of Agriculture in an attempt to mitigate the spread of invasive mussels, specifically the quagga and zebra. He expressed frustration that those staffing the inspection stations are from Boise vs. employing locals. Mr. Lynn Humphreys commented that the inspection station set up at Cabella's does not appear to be an effective location.

Mr. Glenn Miles reported that Spokane County will be closing Elder Road for bridge bearing repairs for the next 30 to 45 days starting on Monday, July 6th so traffic will be diverted around the construction site.

10. Adjournment.

There being no further business before the Kootenai Metropolitan Planning Organization Policy Board, the regular meeting was adjourned at 2:29 pm.

Donna Lively
Recording Secretary