

## **MEETING MINUTES**

Kootenai Metropolitan Planning Organization  
Policy Board Meeting  
December 3, 2009  
Post Falls City Council Chambers, City Hall, First Floor  
Post Falls, Idaho

### **Board Members in Attendance:**

Jimmie Dorsey, Chair	East Side Highway District
Clay Larkin, Vice Chair	City of Post Falls
Todd Tondee	Kootenai County
Bob Miller (Alternate)	Post Falls Highway District
Vic Holmes	City of Rathdrum
Al Hassell	City of Coeur d'Alene
James Mangan	Worley Highway District
Marv Lekstrum	Lakes Highway District
Andrea Storjohann (Alternate)	Idaho Transportation Department

### **Board Members Absent:**

Norma Peone	Coeur d'Alene Tribe
Anson Gable	City of Hayden
Lynn Humphreys	Post Falls Highway District

### **Staff Present:**

Glenn Miles, Executive Director  
Ryan Stewart, Senior Transportation Planner  
Donna Lively, Administrative Secretary

### **1. Call to Order.**

The meeting of the Kootenai Metropolitan Planning Organization Policy Board was called to order by Chair, Jimmie Dorsey at 1:33 pm.

### **2. Approval of November Meeting Minutes.**

**Mr. Marv Lekstrum made a motion to approve the November 5, 2009 meeting minutes. Mr. James Mangan seconded the motion, which was unanimously approved.**

### **3. Public Comments – There were no comments given.**

### **4. KCATT Recommendations.**

#### **a. Regional Non-Motorized Transportation Plan**

KCATT Chair, Mr. Kevin Howard, reported that KCATT had two recommendations based on their regular November 24, 2009 meeting.

The first recommendation is for Board adoption of the KMPO Regional Non-Motorized Transportation Plan. Mr. Miles added that public comments were addressed, including interest in incorporating trails into the Plan that had not been through any type of vetting process. Staff recommended that these requests be communicated to the respective jurisdictions for consideration. If these trails that are not in the Plan complete the vetting process, the Plan can then be amended to include them.

**Mr. Vic Holmes made a motion to approve the KMPO Regional Non-Motorized Transportation Plan as presented. Mr. Clay Larkin seconded the motion, which was unanimously carried.**

#### **b. Surface Transportation Program (STP) Funding Applications**

The second KCATT recommendation was based on an STP call for projects. Mr. Howard reported that KCATT formed a subcommittee to review and prioritize STP Applications for the Local Highway Technical Assistance Council (LHTAC). The subcommittee unanimously recommended the following prioritized list of projects for submission to the KMPO Board and LHTAC:

1. Eastside Highway District's Burma Road project
2. Worley Highway District's Kidd Island Road project
3. City of Rathdrum's Lancaster Road project

Mr. Miles reaffirmed that support letters for the projects will be sent to LHTAC following Board action.

**Mr. James Mangan made a motion to approve the prioritized list of Surface Transportation Program Funding Applications as presented. Mr. Clay Larkin seconded the motion, which was unanimously carried.**

#### **5. Administrative Matters – Glenn Miles**

##### **a. KMPO General October 2009 Expenses & Financial Report**

Mr. Miles noted that Voucher 118926 in the amount of \$150.00 to the City of Sandpoint was for the room rental for the Inland Pacific Hub public forum.

**Mr. Clay Larkin made a motion to approve the KMPO Vouchers payment for October 2009 in the amount of \$19,703.62. The motion was seconded by Mr. Vic Holmes and unanimously approved.**

## **b. Bus Bench Financial Request**

Mr. Miles stated Mr. Craig Wilcox was unable to attend today's meeting and that Mr. John Austin would be addressing this agenda item. Mr. Austin stated that the bus bench request for this month is \$1,300.00. Mr. Dorsey noted that the agreement authorizing payment did not include the total amount in the account. He requested that the account balance be obtained from Mr. Wilcox prior to his authorizing signature releasing the funds. KMPO staff agreed to contact Mr. Wilcox to complete this request.

Mr. Dorsey noted that it appeared that the cost of the benches has increased. Mr. Al Hassell asked how many benches have been purchased to date. Mr. Austin responded that he thought it was somewhere between 15 to 18 benches. Mr. Miles added that the KMPO website has a map depicting the location of all bus benches that have been installed.

**Mr. Al Hassell made a motion to authorize the release of \$1,300 to Mr. Craig Wilcox to fund the additional bus benches. Mr. Marv Lekstrum seconded the motion, which was unanimously carried.**

## **c. Riverstone Transit Center Update**

Mr. John Austin reported that the Panhandle Area Council (PAC) is working to secure the ARRA funds for the construction of the transit center building. The environmental impact (NEPA) study required by FTA has been completed and is likely to be approved this afternoon. The property appraisal is in process and will hopefully be completed by next week. He has received assurance from FTA that if the property value has been determined and the environmental is approved, the stimulus funds will for the construction of the transit center will be included in the grant package.

Mr. Austin thanked Ms. Storjohann for her quick and professional assistance. Mr. Todd Tondee asked where the funds to purchase the property will come from. Mr. Austin stated that it is still uncertain where the funds to purchase the site will come from, but that \$2 million has been sought through an FY 2010 Appropriations Bill and additional funding will be sought from the Lake City Development Corporation (LCDC). Mr. Miles noted that an Urban Balancing Committee meeting is forthcoming and that there is a possibility that unobligated metropolitan area funds might be available. He added that stimulus funds for the project would need to be obligated by March of 2011 and that all stimulus funds must be spent by 2012.

Mr. Larkin asked Mr. Austin whether or not he has had discussions with LCDC regarding transit center funding and if so, whether the funds would be in the form of a grant or loan. Mr. Austin responded that they met with LCDC back in August and that any funds would have to be "granted" from LCDC's general operation costs. Mr. Dorsey commended Mr. Austin on the speed in which he was to able to further the project.

#### **d. 2010 KMPO Board Meeting Dates**

Mr. Miles noted that the proposed KMPO Board meeting dates for 2010 was included in their Board packets and that if approved, staff will advertise the dates.

**Mr. James Mangan made a motion to approve the 2010 KMPO Board Meeting dates. Mr. Vic Holmes seconded the motion, which was unanimously carried.**

#### **e. Election of 2010 Board Officers**

Mr. Clay Larkin commended Chairman Jimmie Dorsey on his performance during the past year.

**Mr. Clay Larkin made a motion to elect Mr. Jimmie Dorsey as KMPO Board Chair for 2010. Mr. James Mangan seconded the motion which was unanimously approved.**

**Mr. Marv Lekstrum made a motion to elect Mr. Clay Larkin as KMPO Board Vice-Chair for 2010. Mr. Vic Holmes seconded the motion, which was unanimously approved.**

**Mr. Marv Lekstrum made a motion to close nominations for KMPO Board Vice-Chair. Mr. Todd Tondee seconded the motion, which was unanimously carried.**

### **6. Public Transportation**

#### **a. Citylink Status Report – Alan Eirls**

Mr. Alan Eirls reported that ridership is up over 500 from last year and over 100 from last month. He noted that there were incidents of vandalism earlier in the month at the Riverstone location. Disclaimer signs have been posted advising victims to contact their individual insurance companies. No smoking signs have also been posted warning patrons and drivers not to smoke within 20 feet from the bus entry since they are for public use. The City of Coeur d'Alene will place a portable toilet at the Riverstone location and will secure it to prevent vandalism.

Mr. Eirls stated that Citylink has not yet received the buses purchased through stimulus funds because the bid had to be resubmitted. This winter, Citylink intends to utilize the same snow plowing contractor as the Riverstone development. Also, gravel will need to be purchased and repairs are needed for the lot located at Riverstone. The National Transit Database (NTD) has requested that all phases of ridership, urban and rural, be reported effective October and are asking that rural ridership data for 2008-2009 be resubmitted.

Mr. Dorsey asked whether surveillance cameras could be installed. Mr. Eirls responded that it was considered, however, the system is expensive, difficult to conceal, and prone

to vandalism. Consequently, disclaimer signs are posted. Although local security is available, their timing is predictable and thus ineffective.

**b. KATS Status Report – Helen Stephens**

Ms. Helen Stevens reported that ridership is steady and that like Citylink, KATS is in the process of submitting their ridership data to the NTD.

**c. Financial Report – John Austin**

Mr. John Austin reported that the KATS buses will arrive soon. Their cost came in \$28,000 below the estimated budget. PAC is working on the 2010/2011 grant year, which starts in April, and since funding is unknown, they will work from previous years' figures keeping matching dollars from jurisdictions and transit partners the same. He expressed appreciation towards jurisdictions for their support and financial assistance.

**d. Regional Public Transportation Authority (RPTA) – Ryan Stewart**

Mr. Stewart reported that based on the Board's response to the RPTA presentation/discussion at last month's Board meeting, staff is addressing the following 3 issues: 1) the structure of an RPTA and formation of an RPTA Board; 2) funding; and 3) whether or not an RPTA is just another layer of government. Mr. Stewart stated that staff will respond to these issues and provide Board updates over the next few months. Mr. Miles has been in touch with the Director of the Community Transportation Association of Idaho (CTAI), Ms. Heather Wheeler, about the possibility of speaking to the Board. Mr. Stewart reminded the Board that both the Public Transportation Roundtable and KCATT requested providing recommendations to the Board regarding the formation of an RPTA.

Mr. Mangan asked whether a function of the RPTA would be to take ownership of the bus benches and transit center and oversee the operations and maintenance of them, or whether the funding liability lies elsewhere. Mr. Miles stated that an RPTA is a stand alone corporation which protects the various jurisdictions from liability. The RPTA would carry its own liability insurance and have the right to buy/sell property, etc. Some RPTA's contract services much like how Kootenai County operates with Citylink or KATS. Ultimately, the RPTA Board would make the decisions on how to structure the provisions of public transportation.

Mr. Miles stated that Ms. Heather Wheeler has agreed to address the KMPO Board on January 7, 2010. He is also trying to arrange for Ms. Kelli Fairless, Executive Director of Valley Ride in the Ada/Canyon County area to address the Board and provide an owner/operator perspective.

## **7. Director's Report – Glenn Miles**

Mr. Glenn Miles reported that the 5 Idaho MPOs were invited to give a presentation to the Governor's Transportation Task Force in Boise, Idaho on modernizing transportation funding on December 2, 2009. Lieutenant Governor, Brad Little, Chairs the Task Force. Mr. Miles was asked to give the presentation on behalf of Kootenai, Lewiston/Clarkston, Pocatello, Idaho Falls, and Ada/Canyon Counties.

Former director of the Utah DOT, Tom Warne, gave a presentation on the regional and national transportation funding picture that outlined the forthcoming changes being made to transportation funding. There was an emphasis that public transportation will play a larger role in the funding strategy while the climate change issue will provide a major change in philosophy. Funding is expected to be directed towards where the greatest interest lies.

Mr. Miles stated that there was quite a bit of discussion regarding the 52% percent federal transportation funding Idaho receives. Idaho is considered a donee state since it receives more federal money than it puts in to the federal trust fund. A recommendation was made to the task force to reduce this amount and increase funding through state and local sources instead.

Mr. Tom Cole, Chief Engineer, ITD, provided the State of Idaho's transportation needs perspective, while Mr. Miles provided the state's MPO's perspective, which included highway districts, local jurisdictions, and the transit system. LHTAC gave the state's small towns and rural area transportation needs perspective. He noted that the operations, preservation, and restoration aspect of the statewide system reveals an annual deficit of \$250 to \$280 million a year. If capital needs requests are included, an additional \$300 to \$400 million a year would be needed.

Mr. Miles stated that the task force commended the MPOs on their presentation and invited him to attend future task force meetings. He responded that he is at the will of the Board. Mr. Miles asked the Board if they wanted him to attend these meetings, noting that the task force meets quarterly and their next meeting is in January 2010. The task force is due to expire December 2010.

**Mr. Clay Larkin made a motion to approve Mr. Miles' involvement in the Governor's Transportation Task Force meetings as requested.**

Mr. Al Hassell requested that Mr. Miles provide an estimate of expenses to the Board.

**Mr. Larkin amended his motion to approve Mr. Miles' involvement in the Governor's Transportation Task Force meetings as requested and that Mr. Miles provide an estimate of expenses to attend these meetings to the Board. The motion was seconded by Mr. Al Hassell and unanimously approved.**

Mr. Todd Tondee asked for clarification that Mr. Miles would only be representing Kootenai County at these task force meetings. Mr. Miles responded that he would attend on behalf of Kootenai County.

Mr. Miles reported that the five metropolitan areas represent 63% of Idaho's population, 54% of Idaho's civilian jobs, 815 lane miles of safe roadways, and 6,814 lane miles on local roads. Mr. Jim Riley, President, Intermountain Forest Association, State Senator Shawn Keough, and ITD's Jim Coleman represent Kootenai County on the task force.

## **8. Other Business**

### **a. DEQ Update – Mark Boyle**

It was noted that Mr. Mark Boyle was ill but that any DEQ updates would be forwarded to the Board sometime after the meeting.

### **b. KMPO 2030 – 2015 VISUM Travel Demand Forecast Model Update – Bonnie Gow**

Mr. Ryan Stewart noted that he would be providing the update for Ms. Gow. The changes provided by the jurisdictions regarding speeds, number of lanes, and signals were received and have been incorporated into the models. Ms. Gow is now refining the 2030 – 2015 VISUM Travel Demand Forecast Models, which will be presented to KCATT at their December meeting for a KMPO Board recommendation to adopt the models. The Travel Demand Forecast Models will be presented to the KMPO Board in January for adoption.

Mr. Miles added that the Governor's Task Force was impressed with the fact that the five metropolitan areas utilize travel demand models to base their transportation needs on.

## **9. Board Member Items**

Mr. Clay Larkin noted that his comments are towards public safety and the restoration of the Greensferry bridge. He reported that south of the River on Greensferry there are large, 150+ subdivision lots going in and an alternate route for fire and rescue access is needed. Greensferry appears to be the best route for access and Mr. Larkin expressed his desire to see a bridge restored at this location. He noted that he intends to address this issue along with the large housing developments at the next County Commissioners' meeting.

Mr. James Mangan commented that Governor Otter was quoted as stating that he would like to see all of the Highway Districts consolidated. He expressed frustration that it appears that the information from the Highway Districts does not appear to be getting to the legislative representatives. He opined that these representatives would be

surprised as to how much cooperation occurs amongst the Highway Districts in Kootenai County, including the sharing of personnel and equipment.

Mr. Miles noted that the Governor's Task Force asked him whether or not the KMPO Board considered consolidating the Highway Districts in Kootenai County. He stated that there appears to be a misconception regarding the Highway Districts in that economies of scale are viewed administratively vs. from a road maintenance perspective. He expressed confidence that the task force would be willing to listen to KMPO support their case to keep the Highway Districts separate.

#### **10. Adjournment.**

There being no further business before the Kootenai Metropolitan Planning Organization Policy Board, the regular meeting was adjourned at 2:35 pm.

---

Donna Lively  
Recording Secretary