



City of Coeur d' Alene
City of Post Falls
City of Hayden
City of Rathdrum
Coeur d' Alene Tribe
East Side Highway District
Idaho Transportation Department
Kootenai County, Idaho
Lakes Highway District
Post Falls Highway District
Worley Highway District

Cooperatively Developing a Transportation System for all of Kootenai County, Idaho

**KMPO Board Meeting
January 6, 2011 1:30 pm**

Post Falls City Council Chambers, Post Falls City Hall, 1st Floor
408 N. Spokane Street, Post Falls, Idaho

AGENDA

- 1. Call to Order – Jimmie Dorsey, Chair**
- 2. Approval of December 2010 Minutes**
- 3. Public Comments**
- 4. KCATT Recap & Recommendations**
- 5. Administrative Matters – Glenn Miles**
 - a. KMPO General November 2010 Expenses & Financial Report
 - b. Appointment of Idaho Representative to IPH Board – Ryan Stewart
- 6. Public Transportation**
 - a. Citylink Status Report – Alan Eirls
 - b. KMC Status Report – Toby Ruhs
 - c. Financial Report – John Austin
 - d. Mobility Manager's Report – Clif Warren
- 7. Director's Report – Glenn Miles**
- 8. Other Business**
 - a. Inland Pacific Hub Update – Ryan Stewart
- 9. Board Member Items**

ADJOURN Regular Session

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MEETING MINUTES

Kootenai Metropolitan Planning Organization
Policy Board Meeting
January 6, 2011
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
Al Hassell	City of Coeur d'Alene
James Mangan	Worley Highway District
Vic Holmes	City of Rathdrum
Lynn Humphreys	Post Falls Highway District
Marv Lekstrum	Lakes Highway District
Todd Tondee	Kootenai County
Richard Panabaker	City of Hayden
Andrea Storjohann (alternate)	Idaho Transportation Department

Board Members Absent:

Representative	Coeur d'Alene Tribe
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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 1:32 pm.

2. Approval of December Meeting Minutes.

Mr. Lynn Humphreys made a motion to approve the December 2, 2010 KMPO Board Meeting Minutes. Mr. Al Hassell seconded the motion, which was unanimously approved.

3. Public Comments – There were no public comments.

4. KCATT Recap & Recommendations.

Mr. Ryan Stewart reported that the KCATT did not meet in December; thus no recap/recommendation would be provided.

5. Administrative Matters – Glenn Miles

a. KMPO General November 2010 Expenses & Financial Report

Mr. Miles reported that there are no revenues reflected on the financial report. KMPO submits its expenses to ITD, who then processes it and sends it to the City of Coeur d'Alene who then issues a check. This is usually a 60 to 90 day process.

Mr. James Mangan arrived at 1:35 pm.

Mr. Clay Larkin made a motion approve the KMPO Vouchers payment for November 2010 in the amount of \$16,889.07. The motion was seconded by Mr. Lynn Humphreys and unanimously carried.

b. Appointment of Idaho Representative to IPH Board – Ryan Stewart

Mr. Ryan Stewart reported that at their December 9, 2010 meeting, the Inland Pacific Hub (IPH) Advisory Board unanimously approved the nomination of Mr. Scott Atkinson of Idaho Forest Group, LLC as a member of the IPH Board. Mr. Atkinson's application was included in the Board packet along with a list of IPH Board members.

Staff recommends that the KMPO Board ratify the approval of Scott Atkinson as an Idaho representative on the IPH Advisory Board.

Mr. Richard Panabaker made a motion to approve the appointment of Mr. Scott Atkinson to the IPH Board. Ms. Andrea Storjohann seconded the motion, which was unanimously carried.

6. Public Transportation

a. Citylink Status Report – Alan Eirls

Mr. Alan Eirls reported that Citylink ridership continues to increase. All new buses are wrapped and in service with the exception of one bus, which does not have an operating radio. Mr. Eirls stated that there are exhaust issues with the new buses in that when run at low speeds for a long period of time particulates build up in the exhaust system that can shut down the engine if not burned off. It was decided to alternate the buses on the various routes to ensure the particulate build up is burned off.

Mr. Eirls reported that several old buses will be retired from service. Mr. Dorsey commended Citylink's maintenance team for their hard work in keeping the older buses running for as long as they did.

b. KMC Status Report – Toby Ruhs

Mr. Toby Ruhs distributed a ridership report on Kootenai Medical Center's (KMC) Transportation System, which included ridership history back to April 2010. KMC received a list of 400 riders previously serviced by KCATS. Paratransit applications were sent to these riders in order to qualify them for KMC services.

c. Financial Report – John Austin

Mr. John Austin reported that based on a recent ITD audit, Kootenai County and North Idaho Community Express (NICE) jointly agreed to terminate KATS' contract to provide Demand Response and Complimentary Paratransit Services in the urbanized area as of December 30, 2010. The five County-owned KATS vehicles were returned to the County on that day.

KMC has agreed to provide the required complimentary paratransit services to the Citylink fixed routes while the Commissioners negotiate an agreement with a permanent provider. The County hopes to have that provider in place by February 1st. As Mr. Ruhs reported, KATS provided a list of riders that they believe are qualified to receive complimentary paratransit via FTA guidelines. In addition, NICE has transferred their phone number to the County to make the transition as smooth as possible for those riders. The County will ensure that KMC is compensated for the cost of providing paratransit services until a permanent provider is identified.

Mr. Larkin asked when Mr. Austin was first made aware of the pending problems with KATS and NICE. Mr. Austin responded that it was in early December following an ITD audit. ITD notified the County Commissioners of their concerns; however, it was not until December 22nd that KATS learned that funding had been suspended as of the end of October. Consequently, KATS expenses for November and December 2010 would not be reimbursed.

Mr. Larkin asked when KATS received their new vehicles. Mr. Austin responded that KATS received a total of 5 vehicles, 2 which were acquired by lease option in April 2010, and 3 from ARRA funding back in July. Mr. Larkin asked Mr. Austin whether he knew or had any idea prior to the December KMPO Board meeting that this was happening, to which Mr. Austin replied that he did not. He explained that a managerial audit was conducted on KATS in November 2010, followed by a financial audit; however, there was never any indication that services would cease.

d. Mobility Manager's Report – Clif Warren

Mr. Warren reported that he is working to restore mobility services in the urban areas due to the closure of KATS and NICE. He was asked whether ITD is a client of the Community Transportation Association of Idaho (CTAI). He responded that CTAI is a client of ITD and is funded by ITD.

Mr. Larkin requested that copies of ITD's audit be provided to the Board. Mr. Warren responded that NICE is permitted two weeks to review the audit before it becomes available for public review. Mr. Warren was unsure when NICE would complete their review.

Mr. Larkin asked who would be soliciting bids for the new provider; whether it would be the Panhandle Area Council (PAC) or Mr. Warren, and whether it would be published. Mr. Warren responded that he would be soliciting bids for the new provider and that the bid would be published. Mr. Austin emphasized that given the timing and their current contracts, the County would prefer to work with existing providers, either the Coeur d'Alene Tribe or KMC. If arrangements cannot be made with these providers, the County would proceed with the public bid process.

7. Director's Report – Glenn Miles

Mr. Miles reminded the Board that under the approved work plan, the Regional Public Transportation Plan for Kootenai County is scheduled to be updated. He requested Board concurrence for staff to prepare and submit a Request for Proposal (RFP).

Mr. Lynn Humphreys made a motion permitting staff to prepare and submit a Request for Proposal for the Kootenai County Public Transportation Plan. Mr. Clay Larkin seconded the motion, which was unanimously carried.

Mr. Miles stated that he will be attending an Urban Balancing Committee meeting in Boise, Idaho next Tuesday to discuss how federal aid funds will be allocated given the potential for Kootenai County to become a Transportation Management Area (TMA). Idaho's Metropolitan Planning Organizations (MPOs) are beginning to discuss how the ITD Board's policy may need to be modified to address this change in conditions.

Mr. Miles reported that staff has completed the Board-authorized modeling request for the City of Post Falls' Greensferry Access Project. The results were forwarded to ITD and are expected to be forwarded to CH2M Hill for evaluation.

Mr. Miles reminded the Board that a joint SRTC/KMPO Board meeting is scheduled for Thursday, February 17th at the Garden Plaza in Post Falls. A map to the meeting location was distributed and Mr. Larkin provided further details. Mr. Miles stated that the primary topic will be the results of the 2010 U.S. Census. A representative from the U.S. Census Bureau is scheduled to discuss the implications of the Census results to Kootenai and Spokane Counties. Staff is also trying to secure speakers from both the Federal Highway Administration and the Federal Transit Administration. Mr. Miles suggested that Board members coordinate with Mr. Dorsey on topics to discuss; a meeting with the Chairman and Vice-Chairman of both Boards is anticipated to review the agenda.

Mr. Miles reported that the 112th Congress has removed the provision which established minimum obligation thresholds for the Highway Trust Fund, which means that it will be treated as any other general fund budget subject to annual appropriation decisions.

8. Other Business

a. Inland Pacific Hub Update – Ryan Stewart

Mr. Stewart reported that four proposals for the Inland Pacific Hub (IPH) Phase 2 RFP were received. An evaluation team comprised of IPH Board Members and staff scored the proposals on December 6th and interviews with the top two consultant teams were held on December 21st. The preferred consultant team that was selected based on the results of the evaluation of the written proposals and interviews is HDR with Northwest Dynamics, Ken Casavant, Starboard Alliance Company, and Landrum & Brown. The SRTC Board will be asked to award the contract, not to exceed \$350,000, at their Board meeting next week.

The consultant team will assist the IPH Board and staff in the identification of potential transportation and economic investments. The overall objective is to identify and recommend actions, strategies and programs that can be implemented to strengthen the competitive position of the IPH region (both domestically and globally). The overarching goal is to integrate freight mobility, global and domestic commerce, economic development, and transportation investments.

The Phase 2 project is scheduled to be substantially complete by November 2011 upon fulfillment of 7 identified tasks. Several public and stakeholder meetings and workshops will be held over the next year. KMPO staff submitted the grant application for the earmarked funds; monies can be expended once final approval is received. Staff will provide the KMPO Board with regular updates on the project and advance notice of all meetings. An Executive Committee meeting is scheduled for January 18th at 8 am at Post Falls City Hall and an Advisory Board meeting will be held on February 10th at 7 am at CenterPlace in Spokane Valley, WA.

Mr. Stewart was asked where the \$350,000 came from. He explained that to date, \$426,875 in total funding has been secured for Phase 2 and beyond. This amount includes: the remaining budget of approximately \$18,143 from Phase 1; \$130,000 which has been allocated by the Idaho Transportation Department; \$237,500 which was appropriated by the Federal Government in the 2009 Omnibus Act (H.R. 1105, Public Law 111-8); \$12,300 remaining from the Idaho State Gem Community Grant from Phase 1; and \$28,932 from SRTC/KMPO match.

Mr. Miles added that the IPH region is a 19 County region and that part of the funds will be applied towards outreach to these Counties.

Mr. Warren requested to add to his report that through a vote of the District Board and the Public Transportation Advisory Council, services can be restored on a temporary

basis using funding that is already authorized if recipients have the appropriate match money and are non-profit.

9. Board Member Items

Mr. Marc Stewart, Public Relations Director for the Coeur d'Alene Tribe, provided a letter from Chairman Chief J. Allan requesting KMPO to seek alternative funding solutions to support Citylink in order to ensure the long-term viability of the Citylink program. The letter stated that the Tribe has contributed far in excess of the match required by the grant funds supporting Citylink, and that the discussion of establishing a Regional Public Transportation Authority (RPTA) continues to merit consideration. In addition, the letter requested Board consideration of the Tribe's Public Works Director Jim Kackman as their KMPO Board representative.

The Board expressed concern as to whether Mr. Kackman can speak on behalf of and with authority of the Chief. Mr. Stewart noted that tribal governments operate differently than other civil governments and the Tribe entrusts Mr. Kackman with decision making power with regard to transportation related issues. It was noted that an amendment to the Joint Powers Agreement would be needed to allow Mr. Kackman to represent the Coeur d'Alene Tribe on the KMPO Board. There was discussion regarding changing the meeting date in order to accommodate a Tribe official; however, Mr. Stewart emphasized that it is the Chief's preference to have Mr. Kackman as the KMPO Board representative. Mr. Miles suggested that the Board allow Mr. Kackman a six month trial as a KMPO Board member while giving legal council the opportunity to review this option.

Mr. Lynn Humphreys made a motion to allow Mr. Jim Kackman with the Coeur d'Alene Tribe to serve as the Tribe's KMPO Board representative for a 6 month trial basis while providing legal council the opportunity to review this option and revisions to the Joint Powers Agreement. Mr. Clay Larkin seconded the motion, which was unanimously carried.

Mr. Larkin, on behalf the KMPO Board, thanked the Coeur d'Alene Tribe for Citylink and its success. Mr. Stewart noted that he would pass this on to the Tribe.

Mr. Miles commented that last summer, the KMPO Board passed a motion requesting that the County Commissioners consider creating a Regional Public Transportation Authority (RPTA); the discussion was put on hold until after the November elections. Mr. Miles inquired as to whether it was the Board's desire to reengage this discussion in light of the Tribe's request. Mr. Larkin stated that along with those discussions there was uncertainty as to how public outreach would be funded. Nevertheless, he opined that it was a very good time to reopen the RPTA discussion with the County Commissioners.

Ms. Andrea Storjohann asked how an RPTA would be affected if Kootenai County becomes a Transportation Management Area (TMA) based on the US Census results.

Mr. Miles responded that the TMA would get the direct apportionment of the Public Transit, Section 5307, funds; however, the operating costs under a TMA would increase to 50/50, increasing the local cost for Citylink by about 30%. Ideally with an RPTA in place, KMPO (or the TMA) could work with the Idaho legislature for local option funding to support the local match. Currently, the State of Idaho does not have the ability in statute to leverage any type of local option for public transportation. The Governor's Task Force has been advised to look at local options for transportation funding in general. A congressional waiver could be sought in order to obtain a higher federal grant amount; however, this would require congressional action.

The Board was polled to determine whether there was consensus to move forward with the RPTA discussion. There was general consensus in favor of continuing the RPTA discussion with the Kootenai County Commissioners, with the exception of Ms. Storjohann who abstained.

Mr. Mangan suggested that the new County Commissioners be provided an update on transportation related issues.

Mr. Larkin reported that there is a renewed interest in returning the regional carousel to Coeur d'Alene. He stated that it would be a good revenue source and if Coeur d'Alene chooses not to have it, Post Falls would strongly consider housing it.

Mr. Jimmie Dorsey requested that regular progress reports on the Greensferry and Beck Road be included on the KMPO Board agenda.

Mr. Al Hassell stated that Coeur d'Alene looked at bringing the carousel back ten years ago, but the cost of housing it to ensure yearlong use was cost prohibitive. A public meeting on the carousel's return is forthcoming.

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