



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
March 14, 2013 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 – Clay Larkin, Chair**
- 2. Approval of February 14, 2013 KMPO Board Meeting Minutes**
- 3. Public Comments**
- 4. KCATT Recap & Recommendations**
 - a. Travel Demand Forecast Model – Acceptance
- 5. Administrative Matters**
 - a. February 2013 KMPO Expenditures & Financial Report
 - b. ITD-KMPO Memorandum of Understanding
- 6. Public Transportation**
 - a. Citylink Status Report – Alan Eirls
 - b. KMC Status Report – Toby Ruhs
 - c. Kootenai County Report – Christine Fueston
 - d. Rural Mobility Manager's Report – Clif Warren via memo
- 7. Other Business**
 - a. Mobility Management in Idaho Analysis Update – Glenn Miles
 - b. Transportation Investment Scenario Analysis Meeting Update – Bonnie Gow
 - c. Overweight Truck Bills – Letter
- 8. Director's Report**
- 9. Board Member Comments**
- 10. Next Meeting – April 11, 2013**
- 11. Adjournment**

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KOOTENAI METROPOLITAN PLANNING ORGANIZATION
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MEETING MINUTES

Kootenai Metropolitan Planning Organization
Regular Board Meeting
March 14, 2013
Post Falls City Council Chambers, City Hall, First Floor
Post Falls, Idaho

Board Members in Attendance:

Clay Larkin, Chair	City of Post Falls
Vic Holmes, Vice Chair	City of Rathdrum
Terry Sverdsten	East Side Highway District
Todd Tondee	Kootenai County
James Mangan	Worley Highway District
Jim Kackman	Coeur d'Alene Tribe
Lynn Humphreys	Post Falls Highway District
Rod Twete	Lakes Highway District
Damon Allen	Idaho Transportation Department Dist. 1

Board Members Absent:

Tim Timmins	City of Hayden
Deanna Goodlander	City of Coeur d'Alene

Staff Present:

Glenn Miles	Executive Director
Kelly Lund	Administrative Secretary

Attendees:

Christine Fueston	Kootenai County
Monty Montgomery	Lakes Highway District
Donna Montgomery	Citizen KMPO Public Trans Roundtable
John Pankratz	East Side Highway District
Kelly Brownsberger	Post Falls Highway District
Alan Eirls	Citylink

1. Call to Order – Clay Larkin, Chair

The regular meeting of the Kootenai Metropolitan Planning Organization Policy Board was called to order by Chair Clay Larkin at 1:30 p.m.

2. Approval of the Minutes

Mr. Lynn Humphreys made a motion to approve the February 14, 2013 KMPO Board meeting minutes. Mr. Vic Holmes seconded the motion, which passed unanimously.

3. Public Comments

There were no public comments.

4. KCATT Recap & Recommendations

a. Travel Demand Forecast Model – Acceptance

KCATT Chair Kelly Brownsberger reported KCATT had held their regular monthly meeting on February 26; the group discussed the travel demand model and passed a motion to accept the model sets and recommend the Board acceptance of the KMPO 2014 Build, 2020 No-Build, 2020 Build, 2035 No-Build and 2035 Build Travel Demand Model Sets.

Mr. Lynn Humphreys moved to accept the Travel Demand Model Sets as recommended by the KCATT committee. Mr. Rod Twete seconded the motion, which passed unanimously.

5. Administrative Matters

a. February 2013 KMPO Expenditures & Financial Report

Mr. Jim Mangan made a motion to approve the February 2013 Expenditures. Mr. Vic Holmes seconded the motion, which passed unanimously.

b. ITD-KMPO Memorandum of Understanding

Mr. Glenn Miles noted the last update to the Memorandum of Understanding (MOU) occurred in 2004. Since that time, there have been two transportation bills; ITD has incorporated the statutes into the MOU. A longer term transportation reauthorization bill is expected in the next 6 – 12 months; at that time, the matter will likely be back before the Board for an amendment. Mr. Miles said the update echoes what is currently being done between ITD and KMPO. He noted the good relationship between the agencies and said the update was done as requested by the Federal Highway Administration and Federal Transit Administration.

In an unrelated matter, Mr. Miles commented the Federal Register had announced the proposal of the creation of the 25 person National Freight Advisory Committee, but said he was not aware of an official nomination form from the US DOT. Mr. Miles said Idaho is a bridge state and could offer a different perspective than the traditional east or west coastal states. In addition, Idaho offers a north-south trade corridor into Canada and may offer a perspective similar to those states that border Mexico. Mr. Miles will keep the Board up-to-date.

The State of Idaho, in collaboration with MPOs and the Federal Highway Administration, will be submitting nominations for the National Freight Network. Although Interstates and U.S. highways are expected to be a part of the network, there are concerns about how it is written; the National Freight Route is restricted to just over 27,000 centerline miles.

Mr. Jim Mangan moved to approve the Memorandum of Understanding (MOU) between ITD and KMPO. Mr. Vic Holmes seconded the motion, which passed unanimously.

6. Public Transportation

a. Citylink Status Report – Alan Eirls

Mr. Alan Eirls reported February as a quiet month. Ridership was down 700 – 800 passengers; however, Mr. Eirls noted there were 3 less days in February and said ridership is stable and has progressively increased over the past 3 months. An accident that occurred in January was reported to the Board last month. Since that time, Mr. Eirls has been contacted by an individual claiming an injury related to that accident. The accident report has been passed on to the party who rear-ended the bus. Mr. Eirls noted that this will not affect Citylink as the bus was struck from the rear.

Mr. Holmes noted that the public transportation reports handed out at the Board meetings are often included in the Board packet which is sent out electronically. The Board agreed hard copies would not be necessary in the future unless there are substantive additions or corrections to those reports.

b. KMC Status Report – Toby Ruhs

In Mr. Toby Ruhs' absence, Ms. Fueston provided the KMC report. Although numbers were slightly down, Kootenai Health had a good month. Ms. Fueston noted the McGrane Center as one of the highest destinations. The hospital approved an additional position for the overflow and will be using what is now their spare vehicle to provide service; the demand and increase in service were noted. Ms. Fueston said the transit industry is concerned about the impact cuts to transportation dollars may have on Medicare transportation.

c. Kootenai County Report – Christine Fueston

Ms. Christine Fueston reported Citylink had realized a savings of \$155,666 over the past 10 month period; the monthly average since the service change increases and decreases depending on maintenance and fuel. Ms. Fueston included the cost recovery based upon what is paid back to the Tribe.

Ms. Fueston noted Paratransit is becoming more efficient and said late trips, no shows and cancels are significant and costly. They are working toward a formal policy that includes suspension for violators of the policy; they expect this to make riders more responsible for their trips and cut down on no shows and cancels. She noted the hospital has had an effective formal policy for a number of years.

The annual city agreements have gone out for fiscal year 2013 which now mirrors the fiscal year of other agencies.

Ms. Fueston has been communicating with a new validation/analyst group that maintains the National Transit Database (NTD). A map of the service areas which included the urban and rural areas along with a list of partners in the transit system has been provided.

Due to the congestion associated with construction at McEwen Field, a request for a potential shuttle service between the Coeur d'Alene City Hall parking lot and Memorial Field and/or NIC has been made by the Downtown Association. Ms. Fueston has met with them and made some recommendations.

d. Rural Mobility Manager's Report – Clif Warren via memo

Mr. Clif Warren's report was included in the KMPO packet.

7. Other Business

a. Mobility Management in Idaho Analysis Update – Glenn Miles

Mr. Miles provided a copy of the charter of the Mobility Management System Analysis and Plan. He explained the Public Transportation Advisory Council (PTAC) makes policy and funding recommendations to the ITD. The Intermodal working group is a partnership comprised of the metropolitan planning organizations (MPOs), ITD, state agencies and various public transportation providers in Idaho. Randy Kyrias, ITD Administrator for the Office of Transportation Performance presented the charter and scope to the PTAC for their recommendation via conference call on Monday, March 11. The group voted 3 to 3 on the recommendation. Under their rules of procedure, the recommendation of the administrator is presented to the ITD Board as the Council's recommendation. Mr. Kyrias' recommendation was the ITD Board support funding of the study. ITD staff, through PTAC, will be taking the matter before the ITD Board in April. Mr. Miles noted that they intend to have the study completed by November/December 2013.

b. Transportation Investment Scenario Analysis Meeting Update – Bonnie Gow

In Ms. Gow's absence, Mr. Glenn Miles reported several people attended the first scenario workshop meeting held February 28. Local agencies were asked to provide scenarios which were then compared against baseline conditions. In comparing the network, some glitches were found in the software. Ms. Gow is working with PTV America, owner of the software, to resolve some technical issues in the way information is reported out from the model. The meeting resulted in some additional requests for project scenarios. Mr. Miles noted the options and value of using the model to see the potential impact of a project, projects, or developments may have on jurisdictions and will help with investment strategies in times with limited funding. Ms. Gow will be using the different scenario ideas as part of the next transportation plan update.

Mr. Miles said it was likely another household survey would be done in 2015.

c. Overweight Truck Bills – Letter

Chair Larkin noted a copy of the letter which was included in the packet had been sent to the Chairman of the Senate Transportation Committee. The bill went on to the House; they passed a recommendation. Chair Larkin received a letter from Senator Hagedorn this morning. Mr. Miles will forward a copy of the letter to the Board.

8. Director's Report

Mr. Miles provided an update on conversations with Port Alberta. There was a follow-up meeting with Shawn Smith, Port Alberta, on March 12 at the Coeur d'Alene Chamber. Mr. Miles, Damon Allen and the Department of Labor attended the meeting. There appears to be a lot of interest and energy developing at the local and states levels as well as in the Edmonton area. Mr. Steve Griffiths with Jobs Plus Inc. has also been involved in the outreach effort.

Mr. Miles noted one of the things that came out of the Inland Pacific Hub Study was the importance of transportation. Good access to infrastructure, the Interstate, rail corridors, airports, water, and power are crucial for economic development and the reason for KMPO's involvement. Understanding the important linkage between transportation and economic development helps North Idaho create a competitive edge when applying for competitive grants at the state and federal level.

9. Board Member Comments

Mr. Jim Mangan had sent comments to the representative in Boise regarding right-of-way for non-developed roads being taken away. He said this would have a big impact on Worley Highway District. They had gone through a lot of work to identify all of the rights-of-way years ago; if they lose the width on the undeveloped rights-of-way, they will be required to buy the property back. Currently, there is a bill in the legislature addressing passive abandonment.

Mr. Tondee said the County had a lot of interest in that as well and noted the impact on private roads.

Mr. Humphreys said he understood the issue on prescriptive rights-of-way would not be changed at this time; he believed it would not impact deeded rights-of-way that had not been developed, but prescriptive rights-of-way that were proposed.

Mr. Sverdsten commented on the reviewer reports saying some specified a right-of-way width and, in many cases, the roads were laid out along existing wagon paths; that was the alignment they followed. Eventually, if approved, the alignment would be moved around a bit which would require the 50' width.

Mr. Miles requested the bill number so he could review and provide input. He explained that it would have implications as the State of Idaho has a right-of-way needs map

statue. Mr. Miles will determine if there is an amendment and will send the bill number out to the Board along with his recommendations.

Mr. Kackman said the Tribal Council acted on the urban area passenger transfer station last week voting to support the project and have the funds obligated toward the urban area passenger transfer station. He is working with Ms. Fueston and will ensure Ms. Elaine Wynn, of the Federal Transportation Administration, receives the letter she has requested. The Tribe has a signed contract with a landscaping contractor to complete the landscaping at the bus maintenance facility in Plummer; they expect to have that completed early this spring and will then have an opening.

Mr. Lynn Humphreys said he was awaiting news on the outcome of Bill 1117 regarding the 129,000 lb. overweight truck/load.

Mr. Twete will forward a copy of the right-of-way bill to Mr. Miles.

Mr. Damon Allen noted most of their contractors would be going back to work on Beck Road, I-90, and US 95. Jim Coleman had been appointed for another 6 year term as the ITD Board member for District 1 and is now the senior Board member; they have asked Mr. Miles to speak to the ITD Board about the Huetter Corridor and long term goals.

Chair Larkin noted Mr. Allen had provided brochures about the flashing yellow arrow signals and thanked him for following up on the discussion that had taken place last month. Crews are doing some striping on Beck Road at Seltice; traffic signals are expected to be installed soon. A signal at the intersection of 4th and Spokane Street is expected to be installed before the end of summer. The City of Post Falls is having their spring clean-up April 17; it will include e-waste and drug prescription turn in.

10. Next Meeting – April 11, 2013

11. Adjournment

There being nothing further before the Kootenai Metropolitan Planning Organization Board, Mr. Jim Mangan moved to adjourn the March 14, 2013 meeting. The motion was seconded by Mr. Rod Twete, which passed unanimously. The regular meeting was adjourned at 2:20 p.m.

Recording Secretary