



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

May 9, 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 March 14, 2013 KMPO Board Meeting Minutes**
- 3. Public Comments**
- 4. KCATT Recap & Recommendations**
 - a. No Recommendations this month
- 5. Administrative Matters**
 - a. March and April 2013 KMPO Expenditures & Financial Reports (Glenn Miles)
 - b. KMPO Draft FY 2014 Annual Budget – Review (Glenn Miles)
- 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. Federal Transportation Update (written report included in Board packet)
- 8. Director's Report** (written report included in Board packet)
- 9. Board Member Comments**
- 10. Next Meeting** – June 13, 2013
- 11. Adjournment**

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MEETING MINUTES

Kootenai Metropolitan Planning Organization
Regular Board Meeting
May 9, 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
Rod Twete	Lakes Highway District
Damon Allen	Idaho Transportation Department Dist. 1
Deanna Goodlander	City of Coeur d'Alene

Board Members Absent:

Tim Timmins	City of Hayden
Lynn Humphreys	Post Falls Highway District

Staff Present:

Glenn Miles	Executive Director
Bonnie Gow	Senior Transportation Planner
Kelly Lund	Administrative Secretary

Attendees:

Donna Montgomery	Citizen KMPO Public Trans Roundtable
Monty Montgomery	Lakes Highway District
John Pankratz	East Side Highway District
Bob Miller	Post Falls Highway District
Clif Warren	CTAI
Christine Fueston	Kootenai County
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 Chairman Mayor Clay Larkin at 1:30 p.m. Chair Larkin noted Board Member Tim Timmins was absent, but excused.

2. Approval of the Minutes

Mr. Jim Mangan made a motion to approve the March 14, 2013 KMPO Board meeting minutes. Vice Chair Vic Holmes seconded the motion, which passed unanimously.

3. Public Comments

There were no public comments.

4. KCATT Recap & Recommendations

There were no recommendations.

5. Administrative Matters

a. March and April 2013 KMPO Expenditures & Financial Reports

Ms. Deanna Goodlander made a motion to approve the March and April 2013 Expenditures. Mr. Rod Twete seconded the motion, which passed unanimously.

b. KMPO Draft FY 2014 Annual Budget – Review

Mr. Miles went over the 2014 draft budget that reflects an increase of 3.7%. This is primarily a result of an increase from PERSI, as well as the expected increase in health care costs. The anticipated annual audit charges were programmed in based on this year's Letter of Engagement. Mr. Miles had recalculated the local matching funds for 2014 reducing them by approximately \$5,500 based on the expected carryover from 2013, and then spread the reduction across all member agencies. The budget will be on the Board agenda in June for adoption.

6. Public Transportation

a. Citylink Status Report – Alan Eirls

Mr. Eirls noted the bus which had been emitting excessive smoke had been taken out of service; they are working to resolve the issue. At their last meeting, the DCC gave approval for the purchase of two replacement buses. The new on-demand bus, which was picked up the first part of April, will be put into service in the rural area shortly. Mr. Eirls said when comparing Citylink numbers against April of last year, it was important to note that they were in the process of making the service changes; for that reason, April and May of 2012 reflect the A Route. Currently, ridership is at 34,000 – 35,000 per month which is beginning to be a stable number. A redesign of the route through Post Falls is being considered. Toward the end of the summer, they anticipate working out an arrangement for the Diamond Cup Races in order to avoid congestion in the east end of Coeur d'Alene. Mr. Eirls said they are working with the Downtown Association on a route to get around construction during the summer months.

Chair Larkin commented on the Citylink route through Post Falls and said, at some point, the City may ask them to considering reinstating a route that had been deleted.

b. KMC Status Report – Toby Ruhs

In Mr. Ruhs' absence, Ms. Fueston provided the KMC report. Their numbers remain consistent with approximately 1,600 riders per month; the number is expected to increase as they have added another driver and vehicle in an attempt to reach more social programs, in particular, the Alzheimer's Adult Day Program at the McGrane Center. On June 1, they will be changing their a.m. start hour to accommodate those heading to day surgery and inpatient/outpatient appointments; first pick up will be at 6:00 a.m.

c. Kootenai County Report – Christine Fueston

Included in Ms. Fueston's report was the urban area annual cost summary for the fixed route. The summary provides a historical look over the past 7 years and the cost of each of the operating centers as well as a total estimate. Her report also included Citylink operating costs. The report reflects a blended year with old and new service; route changes took place in May 2012. With the exception of major maintenance or tire purchases, July – March numbers were fairly consistent. The \$88,607 Special Fuel Provision is reflected in the report. Since November 2012, approximately \$33,000 of the \$88,000 has been consumed. She and Mr. Miles have discussed approaching Congressional members to encourage FTA to consider making this an annual provision as opposed to a one-time provision.

Ms. Fueston has been working with First Transit on efficiencies. She noted late trips were up in April, in part, due to new drivers who were learning the routes. The Board of County Commissioners approved a no-show/late cancel policy in March. The policy, dated March 19, 2013, was placed in the vehicles, but did not go in to effect until April 7th. Ms. Fueston explained the procedure for violations and noted, as of last weekend, 2 individuals had reached the maximum allowable number of violations per the policy; a one month suspension notice will be sent; suspension can be appealed. If there are extenuating circumstances, the term of the suspension may be reduced.

Citylink is addressing issues with commuter parking at locations other than the Riverstone site. Signs have been posted in various private parking lots warning that no Citylink commuter parking is allowed and vehicles are subject to tow; property owners have also been advised that the vehicles are subject to tow.

Ms. Fueston reported they would be trying out a 5 position wheel chair van for approximately a month to see if it helps with capacity issues; currently, their vans have only 2 wheel chair positions. She noted First Transit vans have 5 wheel chair positions which provides better configuration for larger power chairs.

The Riverstone Transit appraisal is expected to be complete next week. Kootenai County is working on a Memorandum of Understanding (MOU) with the Tribe for the Riverstone project.

Ms. Fueston also noted that MAP-21 requires an asset management program for transit systems. She recently participated in a telephone conference with other transit providers and ITD regarding the selection of software that could be implemented statewide. The group has been leaning toward the acquisition of Trapeze, a comprehensive asset management software program. Ms. Fueston said they are being asked if they would like to buy into it; however, they currently maintain a spreadsheet and cannot justify spending the funds.

Ms. Fueston said they had been approached by the Coeur d'Alene Downtown Association about a downtown shuttle to relieve congestion associated with the construction at McEuen field and Front Street. They met yesterday to discuss the details. The route is expected to run June 6 – September 1 from approximately 9:30 a.m. – 6:30 p.m. The Association will pay expenses which include signage, maintenance, operation, and gas. To avoid confusion with Citylink and/or Citylink Paratransit, they are looking into a bus wrap; the design is subject to approval by the Board of Commissioners and Coeur d'Alene Tribe.

Ms. Fueston said they had not been approached about providing transportation for the Diamond Cup event. She believed event organizers would be contracting that service with someone in the private sector. The event is expected to create more congestion in the downtown area. Ms. Goodlander commented that the event was not within the city limits, but said their staff, police and fire, would be prepared for the event.

With permission from the Board, Chair Larkin allowed citizen Dan Malcolm to speak about his experience with large events as an area resident in Indio, California.

In regards to the Diamond Cup Race event, Mr. Dan Malcolm stated he lived in Indio, California next to the polo grounds where three large music festivals take place over three consecutive weekends. Attendance is approximately 95,000 people per weekend. Area residents are given a pass to hang in their windshield which allows them easy access through the congested area.

d. Rural Mobility Manager's Report – Clif Warren

Mr. Warren commented on highlight from his written report. He noted Ms. Fueston had addressed the asset management program that had been proposed to transport providers throughout the state; the matter will be going before the Public Transportation Advisory Council (PTAC) tomorrow.

7. Other Business

a. Mobility Management in Idaho Analysis Update

Mr. Miles reported the ITD Board had approved the scope of work for the Mobility Management analysis. The steering committee will include representatives from urban and rural transit providers, metropolitan planning organizations, Idaho Transportation

Department (ITD), and Community Transportation Association of Idaho (CTAI). The analysis is expected to be completed this fall; recommendations could affect 2015 allocations. Mr. Miles said MAP-21 would expire soon and noted it was a six-year Policy Bill with 18 – 24 months of funding. The House Transportation Infrastructure Committee indicated they were expecting to have a draft reauthorization in January/February of 2014. This re-authorization could impact the Mobility Management outcome.

b. Transportation Investment Scenario Analysis Meeting Update

Ms. Gow reported 4 scenario workshops had been held; she is currently working on the report which includes over 20 scenarios. A large portion of the scenarios centered around the Huetter Bypass and the Ramsey Road Extension project. Ms. Gow noted there had been a lot of discussion about these projects and the lack of them providing relief to the congestion along US 95. Further analysis determined a large percentage of Kootenai County's employment lays along US 95 and the reason the results did not reflect a significant reduction along that corridor. In future models, the Huetter Bypass is expected to carry approximately 43,000 north and southbound vehicles per day. Ms. Gow expects to have the report complete next week and will forward it to the KMPO Board and KCATT members.

Mr. Miles explained that as part of updating the Metropolitan Transportation Plan (MTP), they have been analyzing existing and future population/employment conditions along with future projects as provided by each of the jurisdictions. At some point, it will be necessary to discuss a strategy for making future investments and deciding which projects will be added to the program. The intent of doing the scenarios is to know what projects are planned for the future, the affect they will have on the transportation system and, from a financial perspective, focusing on getting the projects in to a preliminary development stage. As opportunities for funding arise, they will have a list of projects that have been vetted by the jurisdictions, reviewed by KCATT and approved by the Board.

c. Federal Transportation Update

Mr. Miles said the Administration and the House T&I Committee are focused on what can be done to create jobs, grow the economy, and get freight and commerce moving through the nation. He commented on the "fix it first" initiative.

A few states have increased their gas tax. If the increase works at the state level, Congress may, at some time in the future, consider raising the federal gas tax which has not been raised in almost 20 years.

As MAP-21 is considered by many to be a six-year Policy Bill and a two-year funding bill, Mr. Miles indicated that several people in Washington, D.C. believe a federal based vehicle miles traveled tax (VMT) is not too far off in the distant future. However, there are a couple of things that would need to be addressed, such as an individual's privacy

and how to deal with the fact that all vehicle miles are not the same – urban vs. rural miles.

The House Transportation Infrastructure Committee subcommittees are currently addressing issues.

At the federal level, and over the last several Bills, there has been renewed interest in port access on the east and west coasts as well as the gulf. As a result of the widening of the Panama Canal, there has been a lot of discussion that may change the traditional movement of goods from coast to coast as well as impacting what may happen with the US water ports and land border crossings into Mexico as well as Canada.

The Coalition for America's Gateways and Trade Corridors has been asked to put together a briefing tape for a subcommittee of the House T&I Committee looking into these changing conditions. Mr. Miles noted there were 52 twenty-four hour a day US-Canadian border crossings. Committees are starting to look at how to seamlessly move freight and commerce not just at ports and coastal sites, but also across at land borders. Idaho has 2 US-Canadian border crossings, Eastport/Kingsgate, and Porthill; US 95 continues to see more commerce going into British Columbia and Alberta.

8. Director's Report

The Urban Balancing Committee is scheduled to meet May 30. They will be putting together the 2014 – 2017 urban portion of the program. Mr. Miles said it had been delayed a month in hopes of having the ITD Board's decision on the distribution of the Surface Transportation Program funds. On April 18, the Committee was advised that a \$2M project may not make it to obligation this year; they are looking for projects that are ready to go. Mr. Miles noted they had two projects currently in the program. He has reached out to those agencies to find out if the projects could be expedited and is seeking opportunities for additional funds for the Coeur d'Alene Transit Center and other projects.

Mr. Miles and others met with Union Pacific Railroad last week to discuss their presence and future in Northern Idaho. Union Pacific has made a tremendous financial investment in their line between Hinkle, Oregon and the Canadian border and recognizes the significant amount of business they get from Canada and the Canadian Pacific Railroad. He believed they are interested in looking for ways in which they could expand their presence in the area.

The annual financial audit is currently underway with Magnuson, McHugh & Company. They have finished testing the books and are in the process of preparing the financial statements.

9. Board Member Comments

During the last Board meeting, Mr. Mangan voiced concerns about a House Bill that had the potential to remove much of the right-of-way acquired by means of the Reviewer Reports. Mr. Mangan said his concerns were well-founded. Although the District will be recording the Reviewer Reports in order to avoid losing the right-of-way, the matter is still considered unfinished business with the Associated Highway District of Kootenai County.

Mr. Twete noted Mr. Mangan's remarks and said he and Mr. Miles both attempted to obtain copies of the report before the Bill was put in to written form. He thanked Mr. Mangan for his work on the matter. The Idaho Association of Highway District's lobbyist, Stuart Davis, planned on attending their association meeting today; however, Mr. Davis will be attending a meeting in Buhl, Idaho regarding gas tax.

Mr. Allen commented that construction on US 95, north of Hayden, was in full swing. There are enhanced patrols in the construction area. Mr. Allen said the last he knew, the Beck Road project was expected to be complete October 2013. He noted construction on the south side of I-90 was moving slowly and said there were quite a few punch list items left to be done on the north side of I-90; the bike path through the project has been repaved. Next week, they will start pounding pile on the bridge replacement in Rathdrum; the first wave is expected to take two week. Public outreach is being done with media releases and door to door fliers.

Ms. Goodlander commented on the traffic in downtown Coeur d'Alene and said the McEuen Field project and bridge with underneath parking are in full swing; a live webcam is available on www.cdaid.org. The project is on schedule and on budget.

Chair Larkin noted the Greensferry project had gone from an interchange to an overpass project. The Urban Renewal District has chosen design-build; once the consultant has found a design team and they have a final design, they will approach property owners about purchasing right-of-way. The City will soon begin chip sealing and reconstruction of some of their streets.

10. Next Meeting – June 13, 2013

11. Adjournment

There being nothing further before the Kootenai Metropolitan Planning Organization Board, Mr. Jim Mangan moved to adjourn the May 9, 2013 meeting. The motion was seconded by Mr. Rod Twete, which passed unanimously. The regular meeting was adjourned at 2:34 p.m.

Recording Secretary