



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

June 13, 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 May 9, 2013 KMPO Board Meeting Minutes**
- 3. Public Comments**
- 4. KCATT Recap & Recommendations**
 - a. No Recommendations this month
- 5. Administrative Matters**
 - a. May 2013 KMPO Expenditures & Financial Reports – Glenn Miles
 - b. KMPO FY 2014 Annual Budget Approval – 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
- 7. Other Business**
 - a. Transportation Investment Scenario Analysis Meeting Update – Bonnie Gow
 - b. STP Urban Balancing Committee Update - Discussion
 - i. Seltice Way Congestion Mitigation Project
 - ii. Seltice Way, Huetter to Lakewood Drive Re-construction
 - iii. Ramsey Road Extension Project
 - iv. STP Funding Allocation Update
- 8. Director's Report** (written report included in Board packet)
- 9. Board Member Comments**
- 10. Next Meeting – July 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
June 13, 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
James Mangan	Worley Highway District
Jim Kackman	Coeur d'Alene Tribe
Rod Twete	Lakes Highway District
Marvin Fenn, Alternate	Idaho Transportation Department Dist. 1
Deanna Goodlander	City of Coeur d'Alene

Board Members Absent:

Todd Tondee	Kootenai County
Tim Timmins	City of Hayden
Lynn Humphreys	Post Falls Highway District
Damon Allen	Idaho Transportation Department Dist. 1

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
Dan Malcolm	Lakes Highway District
Clif Warren	CTAI
John Pankratz	East Side Highway District
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.

2. Approval of the Minutes

Mr. Terry Sverdsten made a motion to approve the May 9, 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. May 2013 KMPO Expenditures & Financial Reports

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

b. KMPO FY 2014 Annual Budget Approval – Glenn Miles

The FY 2014 budget reflects a 2.2% increase over last year. The majority of the increase is attributed to medical health care costs as well as an increase in PERSI. The PERSI increase was approved nearly 4 years ago, but was postponed; it will take effect July 1, 2013 and be stepped up over 5 years. Mr. Miles noted \$150,000 of Federal-aid funds would be carried over from last year. Although \$517,000 in revenue is anticipated, the budget is set at \$411,000. If all funds are received, the matter will be brought back before the Board to determine how the additional funds should affect the work program.

Mr. Jim Mangan made a motion to approve the FY2014 Budget. Vice Chair Vic Holmes seconded the motion, which passed unanimously.

6. Public Transportation

a. Citylink Status Report – Alan Eirls

Mr. Eirls reported there had been a couple of breakdowns during the month, but said they did not lose an entire run. An incident that happened about a year ago has resulted in them being served; Ms. Fueston has forwarded the information to him. May ridership was comparable to May 2012 even though a portion of the A Route was still in service. Mr. Eirls said he believed ridership had leveled off. During the summer months, July and August, Citylink has an increase in student riders, 18 years and younger, and a decrease in senior riders.

b. KMC Status Report – Toby Ruhs

In Mr. Ruhs' absence, Ms. Fueston provided the report. Ms. Fueston said they are running steady with over 1,600 passengers a month. The a.m. start time has been changed to 5:30 a.m. The service is now up to four vehicles which helps alleviate load issues. There will be a new logo on the vehicles next month.

c. Kootenai County Report – Christine Fueston

Ms. Fueston noted Citylink Paratransit continues to grow and is running more medical and dialysis trips. Last month, she reported the no-show/late cancel policy had been implemented as allowed under ADA. Passengers are allowed 3 late cancels, no shows or cancels at the door in a rolling 6 month period before they are suspended; cancellations received at least 2 hours prior to the trip are not counted. The policy was put in place to encourage advance cancellations and reduce operating costs. Year-to-date cost is \$25.50 per passenger; in August 2011 it was \$49.49 per passenger.

Ms. Fueston will be meeting with the Tribe to discuss the Citylink contract and operating expenses.

The City of Coeur d'Alene and the Coeur d'Alene Downtown Association are sponsoring a Citylink shuttle in the downtown area to address congestion and lack of parking caused by the construction at McEuen Field. The shuttle will operate in the downtown area from June 15 to September 1.

d. Rural Mobility Manager's Report – Clif Warren

Mr. Clif Warren reported that he had recently started working part-time in order to free-up the budget to allow for overlap and training of the person who will take his place when he retires. Mr. Warren commented on his report noting the revision to the LMMN Plan will impact Kootenai County; he will work with Mr. Miles to ensure Kootenai County remains eligible to receive rural funding. The Community Transportation Association of Idaho (CTAI) has scheduled their 2013 fall conference at the Coeur d'Alene Resort.

7. Other Business

a. Transportation Investment Scenario Analysis Meeting Update – Bonnie Gow

Ms. Bonnie Gow reported she had completed her summary report; it was sent out to KCATT the end of May for their review and feedback. She will give a presentation to the Board in July or August to cover the results as well as the comments from KCATT.

Mr. Miles noted some metropolitan planning organizations (MPO) have worked with their local jurisdictions to develop sub-area modeling which refines the model for their use and creates a more discrete analysis. Although local jurisdictions can create models for their own area, they generally do not tie back in to the regional model; from a Federal funding standpoint, the MPO cannot recognize these analysis because they are generally a snapshot of that area and do not reflect impact on the region. Under the statute, jurisdictions are to look at the broader picture of transportation. Mr. Miles commented on the value of the model as a tool and said it can provide relative change. The final summary report is expected to be available in August. Ultimately, they will

look at the different scenarios and come up with a preferred mix of projects that will go in the next metropolitan transportation plan.

b. STP Urban Balancing Committee Update - Discussion

The Urban Balancing Committee is made up of the 5 metropolitan planning organizations (MPOs) in the state, as well as the Local Highway Technical Assistance Council (LHTAC) who, for the purpose of this committee, represents towns with a population of 5,000 - 50,000. In May, the committee presented the ITD Board with a recommendation for the update to the distribution of the Surface Transportation Program (STP) funds, Board Policy B-11-04. The Board requested clarification and placed the matter on their agenda for next week. Mr. Miles commented on the challenges facing the Urban Balancing Committee in attempting to establish projects in the program for 2014 – 2018. The Board's decision would have a profound effect on the 5 MPOs; collectively, they stand to receive \$7.8M – \$13.2M. Mr. Miles noted there were only two options which would provide conformance with Federal code. The Urban Balancing Committee will meet next Wednesday, June 19.

i. Seltice Way Congestion Mitigation Project

Based on the \$7.8M program, the Seltice Way Congestion Mitigation Project has been placed in the 2018 program year; the environmental and right-of-way funding have been approved. If the ITD Board adopts the higher amount of funding for the MPO areas, the project could move to the 2015 or 2016 program year.

ii. Seltice Way, Huetter to Lakewood Drive Re-construction

Mr. Miles commented on the condition of Seltice Way. Consideration by the Board to place the project into preliminary development would position the project for the needed repairs. Repairs from Idaho State line to Northwest Boulevard would then be complete.

iii. Ramsey Road Extension Project

The Ramsey Road Extension project currently has a fundamental issue as it relates to FAA's request to decouple the two runways at the airport. Mr. Miles said the 650' of additional runway to the northeast would also extend the runway protection zone (RPZ) and prohibit the extension of Ramsey Road. The City of Hayden has agreed to put the project on hold until they can determine whether or not the project has merit and should move forward. If this project is pulled, there will be an opportunity to place other projects in the program.

iv. STP Funding Allocation Update

The STP funding allocation update was discussed earlier.

Ms. Deanna Goodlander made a motion to place the reconstruction of Seltice Way from Huetter to Lakewood Drive into preliminary development. Mr. James Mangan seconded the motion.

Mr. Miles said he had spoken with Mr. Lynn Humphreys prior to the meeting. Mr. Humphreys expressed his support of the reconstruction of this section of Seltice Way and said he looked forward to working with the City of Coeur d'Alene on this project.

The motion passed unanimously.

8. Director's Report (written report included in Board packet)

Mr. Miles met with Magnuson, McHugh & Company yesterday regarding the final audit. There were no findings or management recommendations; Mr. Miles was encouraged to continue practices that are currently in place.

Mr. Miles has been placed on the Statewide Freight Advisory Committee. They will meet a couple of times a year to discuss freight and the State of Idaho. ITD has been working on the idea of driving economic development through transportation investments. The Committee will meet July 31st in Boise.

A meeting held this morning at Telect Inc. in Liberty Lake was attended by about 25 trucking companies and businesses involved in trucking. Mr. Miles attended the meeting and said the goal of the meeting was to get perspective on freight and goods movement in the area. Everyone who attended the meeting was concerned about the Hours-of-Service (HOS) regulation which reduces the number of hours truckers can operate their vehicles. An additional provision requires two break periods between 1:00 a.m. to 5:00 a.m. The change takes effect July 1, 2013. Many businesses who currently make nighttime deliveries are considering daytime deliveries in order to avoid the expense of having truckers pulling over twice during a regular route. Mr. Miles noted the change and said it would increase truck traffic during daytime hours. One business had done an analysis three years ago and again last year to determine cost per driver hour; fuel costs were not included in the analysis. Cost per driver three years ago was \$1.00 per minute. With the new HOS requirement, costs will increase to \$1.65 per minute. Mr. Miles noted the expense businesses will incur and commented on the importance of transportation modeling and the value of making the right transportation investments. Reduced travel times translate into financial savings for many businesses.

9. Board Member Comments

Ms. Goodlander thanked the Board for supporting the Seltice Way project. She noted the construction at McEuen Field and impact to traffic in the downtown Coeur d'Alene area. The City of Coeur d'Alene appreciates being able to work with Citylink in sponsoring the shuttle and believes it will be a great benefit to the business community.

Mr. Fenn said the ITD Board would meet June 18; among other things, they are expected to approve the draft Statewide Transportation Improvement Program (STIP). Jim Carpenter, District 2 – District Engineer, was appointed ITD’s Chief Operations Officer; Mr. Carpenter replaced Paul Steinman. Regarding the Beck Road Interchange project, Mr. Fenn said there was a utility issue on the Seltice end of the project which is expected to take 3 weeks; the schedule for the Beck Road/Riverbend Avenue side is August 1.

Mr. Rod Twete reported Lakes Highway District was getting ready for chip seal.

Mr. Jim Kackman commented that the Tribe had kicked off a couple of road construction projects; they are expected to be complete in a couple of months.

Mr. Vic Holmes commented that ITD’s Highway 41/53 Bridge project was going well.

Mr. Sverdsten said East Side Highway District’s Burma Road project is underway and progressing rapidly; an additional excavator may be brought in.

Chair Larkin commented on Mr. Fenn’s update regarding the Beck Road utility issues. Wadsworth Construction, the project contractor, is now the owner of the Four Square project; they have hired a marketing firm. Chair Larkin said he anticipates the Greensferry overpass will be in the ground 2014 – 2015. He thanked ITD and the Urban Renewal District for their work on the project and said the City hopes a design-build engineering firm is selected by the end of summer. The City will be doing chip sealing, road reconstruction, and miscellaneous work during the summer months.

10. Next Meeting – July 11, 2013

11. Adjournment

There being nothing further before the Kootenai Metropolitan Planning Organization Board, all moved to adjourn June 13, 2013 meeting. The motion passed unanimously. The regular meeting was adjourned at 2:26 p.m.

Recording Secretary