



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 9, 2014 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 – Vic Holmes, Chair**
- 2. Approval of December 12, 2013 KMPO Board Meeting Minutes**
- 3. Public Comments**
- 4. KCATT Recap & Recommendations**
 - a. No Recommendations this Month
- 5. Administrative Matters**
 - a. December 2013 KMPO Expenditures & Financial Report
 - b. New Board member updates
- 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 – Susan Kiebert
- 7. Other Business**
 - a. Federal Primary Freight Network Comment Period – Glenn Miles
 - b. Scope of Services Development with Bracke & Associates - Glenn Miles
- 8. Director's Report** (written report included in Board packet)
- 9. Board Member Comments**
- 10. Next Meeting – February 13, 2014**
- 11. Adjournment**

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MEETING MINUTES

Kootenai Metropolitan Planning Organization
Regular Board Meeting
January 9, 2014
Post Falls City Council Chambers, City Hall, First Floor
Post Falls, Idaho

Board Members in Attendance:

Vic Holmes, Chair	City of Rathdrum
James Mangan, Vice Chair	Worley Highway District
Terry Sverdsten	East Side Highway District
Linda Wilhelm	City of Post Falls
Jim Kackman	Coeur d'Alene Tribe
Monty Montgomery, Alternate	Lakes Highway District
Marvin Fenn, Alternate	Idaho Transportation Department Dist. 1
Dan Gookin	City of Coeur d'Alene

Board Members Absent:

Todd Tondee	Kootenai County
Tim Timmins	City of Hayden
Lynn Humphreys	Post Falls Highway District
Rod Twete	Lakes 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
Jeffrey Hill	AAANI
John Pankratz	East Side Highway District
Sean Hoisington	City of Hayden
Christopher DeLorto	HDR
Rusty Leahy	DEA
Alan Eirls	Citylink
Toby Ruhs	Kootenai Medical Center

1. Call to Order – Vic Holmes, Chair

The regular meeting of the Kootenai Metropolitan Planning Organization Policy Board was called to order by Chairman Vic Holmes at 1:30 p.m.

2. Approval of the Minutes

Mr. Jim Mangan made a motion to approve the December 12, 2013 KMPO Board meeting minutes. Mr. Jim Kackman seconded the motion, which passed unanimously.

3. Public Comments

There were no public comments.

Mr. Miles noted a representative from Area Agency on Aging was present; Mr. Jeffrey Hill, Director, introduced himself.

4. KCATT Recap & Recommendations

There were no recommendations this month.

5. Administrative Matters

a. December 2013 KMPO Expenditures

Mr. Jim Mangan moved to approve payment of the 2013 expenditures for December 2013. Ms. Linda Wilhelm seconded the motion, which passed unanimously.

b. New Board Member Updates

Mr. Miles introduced the new Board members, Dan Gookin, City of Coeur d'Alene, and Linda Wilhelm, City of Post Falls. Mr. Timmins' absence was again noted; the Board agreed a letter reminding him of the Board meetings would be in order.

6. Public Transportation

a. Citylink Status Report – Alan Eirls

Mr. Eirls reported there were no accidents during the month of December. Ridership was up by approximately 1,000 over last year. As noted in Ms. Fueston's report, tire costs were up as all seven buses were equipped with new tires just before winter. Mr. Eirls said although the buses are newer, they had to pay for a repair related to the brake computer on one of the buses since it occurred just beyond the warranty period; the cost was \$5,000.

b. KMC Status Report – Toby Ruhs

Mr. Ruhs reported ridership was down in December, but noted it was a typical trend for the month. There were no accidents. They are considering expanding their service boundary this year; currently it goes out to Pleasant View. He noted there was new senior citizen housing going up on Pleasant View Road and said they are looking to capture that area.

c. Kootenai County Report – Christine Fueston

In Ms. Fueston's absence, Mr. Eirls provided her report noting there were a couple of buses that recently had lift issues; Citylink allowed them to send the vehicles down to their shop; repairs were done within a short time. There are still negotiations going on with the Riverstone Transit Center; purchasing the additional lot in combination with the original request has caused some delays. There are reports due to FTA and www.federalreporting.com by January 14; one report is regarding the transit center and its progress while the other involves all their grants. Ms. Fueston did not attend the meeting today as she is working on the audit response for the drug and alcohol review which was done in October; the response is due to FTA by close of business today. On Tuesday, they had their DCC meeting and reviewed the pre-applications which encompass the link and rural routes; the actual applications are due the 23rd.

d. Rural Mobility Manager's Report – Susan Kiebert

Ms. Kiebert was not present; no report had been provided.

7. Other Business

a. Federal Primary Freight Network Comment Period – Glenn Miles

Mr. Miles gave a presentation on the draft Primary Freight Network. A map showing designations in Idaho reveals only small sections of both the Primary and National Freight Network in southern Idaho which disconnects Idaho from the barge traffic out of the Port of Lewiston, and does not recognize the amount of international commerce that comes through East Port/Kingsgate down Highway 95 into Sandpoint. Several organizations are concerned about using purely a data-driven approach to determine the network. Mr. Miles stressed the importance of looking at existing and future trade corridors. The matter is out for review in the Federal Register and open for comment in the docket until Friday, January 17th. ITD and the Coalition for American Gateways and Trade Corridors are expected to enter letters. Mr. Miles said he would like KMPO to enter a letter outlining the importance of US 95 and Interstate 90 as part of the Primary Freight Network; he would like to point out that the Network does not recognize movement of freight and goods by rail, air, or barge, and suggest the discussion be a broader look at the corridor of freight and goods transportation rather than strictly the movement of freight and goods by truck. The Board agreed and authorized Mr. Miles to send a letter on behalf of KMPO suggesting these factors be considered. Mr. Miles will provide the Board with a copy of the draft once it is prepared.

b. Scope of Services Development with Bracke & Associates – Glenn Miles

Mr. Miles commented on three projects that are in conflict: the Huetter Corridor, the Ramsey Road Extension project, and the Coeur d'Alene Airport Master Plan and Airport Layout Plan. The two transportation projects are in conflict with the Airport Master and Layout Plans. The County Commissioners and Hayden City Council have agreed that it would be worthwhile to have a facilitated discussion with the stakeholders to determine how these projects can fit together. As KMPO is able to access ITD's consultant roster, Mr. Miles contacted Marsha Bracke of Bracke & Associates regarding the matter. With the Board's consent, he will put together a scope of work and contract for their consideration and action during the February Board meeting. The matter had been added to the work program at the request of the local jurisdictions. With no objections, the Board agreed and authorized Mr. Miles to move forward.

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

Mr. Miles provided an update on the Riverstone Transit Center saying they expect to receive an additional \$150,000 of FTA Section 5339 Capital funds from Lewiston with the understanding that in FY2016, resources would be given back to them at the time they need to acquire two replacement buses. Idaho Falls will have a residual of approximately \$700,000 in FTA Section 5307 Urban Capital and Operating funds to go toward the Transit Center; the transfer will take place February 6th and be ratified by the Urban Balancing Committee, then brought before the Board as an amendment to the 2014 Transportation Improvement Program (TIP) during the February Board meeting, then transferred to ITD and FTA for approval into the TIP. Funding for the Transit Center has come from a variety of sources. Although there is currently enough funding to purchase the Riverstone property, they are waiting for the final agreement by FTA; acquisition of the property is expected soon. This was confirmed by Mr. Kackman.

Magnuson, McHugh & Company will soon start the 2013 audit.

9. Board Member Comments

Chair Vic Holmes commented to the new Board members.

In response to a request from Mr. Sverdsten, Mr. Miles has prepared a comprehensive orientation document to assist the Board in understanding the integral functions, as well as far reaching, matters handled by KMPO. Mr. Sverdsten was asked to critique the document and provide feedback.

10. Next Meeting – February 13, 2014

11. Adjournment

There being nothing further before the Kootenai Metropolitan Planning Organization Board, and with no objection, the January 9, 2014 Board meeting was adjourned by Chair Vic Holmes.

The regular meeting was adjourned at 2:09 p.m.

Recording Secretary