



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
December 13, 2018 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 – Jim Mangan, Chair**
- 2. Changes to the Agenda and Declarations of Conflicts of Interest**
- 3. Approval of November 8, 2018 Meeting Minutes – *Action Item***
- 4. Public Comments** (limited to non-agenda items 3 minutes)
- 5. KCATT Recap & Recommendations – Eric Shanley**
 - a. Recap of Activities – November 2018
 - b. Major Corridors/Prairie Avenue Discussion – Update
 - c. 2016 Population and Land Use Forecasts - Acceptance – *Action Item*
 - d. 2016 Base and Forecast Models - Acceptance – *Action Item*
- 6. Administrative Matters**
 - a. November 2018 KMPO Expenditures & Financial Report – *Action Item*
 - b. 2018 Financial Audit – Update
 - c. 2018-2022 KMPO Transportation Improvement Program – Administrative Amendment #16
KN19883 Increasing PC Funding for U.S. 95 North, Corridor Access Project
 - d. 2019-2025 KMPO Transportation Improvement Program – Administrative Amendment #1 Modify
Existing Projects to Advance FY 2020 District 1 Bridge Repair to FY 2019 and Increase Bridge
Repair Funding Levels
 - e. Election of 2019 Officers – *Action Item*
- 7. Other Business**
- 8. Public Transportation (Informational Items Provided to KMPO)**

KMPO is not the Designated Recipient of FTA Funding for the provision of transit Service in Kootenai County. These presentations and informational items are provided as a service to the public and to local jurisdictions. Questions related to service, schedules, or concerns should be directed to Kootenai County or the Coeur d' Alene Tribe.

 - a. Kootenai County Transit Update Presentation – Amber Conklin
 - b. Coeur d Alene Tribe Rural Transit Report – Alan Eirls
- 9. Director's Report** (written report included in Board packet)
- 10. Board Member Comments**
- 11. Next Meeting – January 10, 2019**
- 12. Adjournment**

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MEETING MINUTES

Kootenai Metropolitan Planning Organization
Regular Board Meeting
December 13, 2018
Post Falls City Council Chambers, City Hall, First Floor
Post Falls, Idaho

Board Members in Attendance:

James Mangan, Chair	Worley Highway District
Jim Kackman, Vice Chair	Coeur d'Alene Tribe
John Austin	East Side Highway District
Bob Bingham	Kootenai County
Lynn Borders	City of Post Falls
Dick Panabaker	City of Hayden
Monty Montgomery, Alternate	Lakes Highway District
Damon Allen	Idaho Transportation Department, Dist. 1
Dan Gookin	City of Coeur d'Alene

Board Members Absent:

Vic Holmes	City of Rathdrum
Terry Werner	Post Falls Highway District
Rod Twete	Lakes Highway District

Staff Present:

Glenn Miles	Executive Director
Ali Marienau	Transportation Planner
Kelly Lund	Executive Secretary

Attendees:

John Pankratz	East Side Highway District
Donna Montgomery	KMPO Volunteer
Eric Shanley	Lakes Highway District
Alan Eirls	Citylink and CdA Casino
Kim Riley	Kootenai County Transit
Diane Fountain	Lakes Highway District
Corrine Johnson	Worley Highway District
Robert Palus	City of Post Falls

1. Call to Order – Jim Mangan, Chair

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

2. Changes to the Agenda and Declarations of Conflicts of Interest – *Action Item*

Chair Mangan requested Agenda Item 6.e., Election of 2019 Officers, follow Agenda Item 9, the Director's Report.

Mr. Lynn Borders moved to approve the change as requested. Mr. Bob Bingham seconded the motion which passed unanimously. No declarations of conflict were declared.

3. Approval of November 8, 2018 KMPO Board Meeting Minutes – *Action Item*

Mr. Dick Panabaker moved to approve the November 8, 2018, KMPO Board meeting minutes. Mr. Bob Bingham seconded the motion which passed unanimously.

4. Public Comments (limited to non-agenda items 3 minutes)

There were no public comments.

5. KCATT Recap & Recommendations – Eric Shanley

a. Recap of Activities – November 2018

KCATT Chair, Eric Shanley, Lakes Highway District, reported the November KCATT meeting included project and utility updates, an update on the new KMPO website, and presentations on the 2016 population and land use forecasts and 2016 base and forecasts models. The Priority Corridors and Railroad Quiet Zone Subcommittees were established.

Damon Allen offered Nathan Herbst as the ITD contact for the Railroad Quiet Zone Subcommittee.

b. Major Corridors/Prairie Avenue Discussion – Update

Mr. Shanley noted the Priority Corridor Subcommittee held their first meeting this week. Several representatives from local jurisdictions attended. KMPO staff will be putting together some guidance for local jurisdictions when they are considering developments that will impact traffic. The matter will be presented to KCATT and then brought before the KMPO Board for consideration.

c. 2016 Population and Land Use Forecasts - Acceptance – **Action Item**

Mr. Shanley stated KCATT recommended the KMPO Board adopt the 2016 population and land use forecasts. KMPO staff presented the information to the KMPO Board last month.

Mr. Bob Bingham made a motion to approve the 2016 population and land use forecasts. Mr. John Austin seconded the motion which passed unanimously.

d. 2016 Base and Forecast Models - Acceptance – **Action Item**

Mr. Shanley stated KCATT recommended the KMPO Board adopt the 2016 base and forecast models. KMPO staff presented the information to the KMPO Board last month.

Mr. Bob Bingham made a motion to approve the 2016 base and forecast models. Mr. Lynn Borders seconded the motion which passed unanimously.

6. Administrative Matters

a. November 2018 KMPO Expenditures & Financial Report – **Action Item**

Mr. Lynn Borders moved to approve the expenses for November. Mr. Bob Bingham seconded the motion which passed unanimously.

b. 2018 Financial Audit – Update

Mr. Miles noted Magnuson, McHugh & Company had completed the FY 2018 financial audit. He received a copy of the draft audit report; there were no findings. The final audit report is expected to be published in the next week and be before the Board in January.

c. 2018-2022 KMPO Transportation Improvement Program – Administrative Amendment #16 KN19883 Increasing PC Funding for U.S. 95 North, Corridor Access Project

d. 2019-2025 KMPO Transportation Improvement Program – Administrative Amendment #1 Modify Existing Projects to Advance FY 2020 District 1 Bridge Repair to FY 2019 and Increase Bridge Repair Funding Levels

Mr. Miles commented on the administrative amendments; no action is required.

e. Election of 2019 Officers – **Action Item**

The matter will be addressed after Agenda Item 9.

7. Other Business

There was no business listed under this agenda item.

8. Public Transportation (Informational Items Provided to KMPO)

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a. Kootenai County Transit Update Presentation – Amber Conklin

Ms. Kim Riley noted their report format had changed. She invited feedback and asked the Board to let them know if additional information was desired. There was a 7% increase in ridership over 2017. Ms. Riley provided a construction update on the Transit Center.

b. Coeur d' Alene Tribe Rural Transit Report – Alan Eirls

Mr. Alan Eirls noted a quiet month; there were no accidents. He provided an update on all current bids. Ridership was low for the month of November. Mr. Eirls noted they had met with Kootenai County regarding the loading area at the Transit Center site and provided an update.

6. Administrative Matters

e. Election of 2019 Officers – **Action Item**

Under Agenda item 2, the Board approved this item to be addressed later in the agenda.

Chair Mangan stated he would be stepping down as the KMPO Board Chair. He noted Vice Chair Kackman had volunteered to serve as the 2019 Board chair. The KMPO office did not receive any nominations or expressed interest from anyone desiring to run for the chair position.

Without objection, Chair Mangan called for a vote. **The vote to elect Mr. Jim Kackman as the 2019 KMPO Board chair passed with 8 yeas and 0 nays.**

With the election of Mr. Kackman as the 2019 KMPO Board chair, the vice chair position became vacant. Chair Mangan noted Mr. Lynn Borders had volunteered to serve as the 2019 vice chair; there were no nominations or expressed interest from anyone desiring to run for the vice chair position.

Without objection, Chair Mangan called for a vote. **The vote to elect Lynn Borders as the 2019 KMPO Vice Chair passed with 7 yeas and 1 nay.**

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

Mr. Miles noted Councilman Gookin had invited him to speak at the Coeur d'Alene City Council meeting; he discussed long-range transportation planning and said he appreciated the opportunity.

The 2018 BUILD (previously TIGER) grant awards were announced this week. The two BUILD grant applications submitted by ITD, in conjunction with Lakes and Post Falls Highway Districts, were not selected; Mr. Miles will be doing a debriefing with the USDOT. An INFRA (previously FASTLANE) grant is expected to be announced next week. Mr. Miles explained the difference between the BUILD and INFRA programs and said he believed the two applications that were not selected for the BUILD grant will be a better fit for the INFRA grant program.

Mr. Miles discussed with the Board two surveys that were done by the Coalition for America's Gateways & Trade Corridors (CAGTC) – What Makes a Successful INFRA Application – CAGTC

Members Share Their Experiences and What Makes an INFRA Application Successful – CAGTC Member Consultants Weighed In. The surveys reflect the experience of grant recipients. He discussed several facts from the survey and took questions from the Board. Mr. Miles stressed the importance of identifying projects that were necessary to maintain the transportation system and support our economy. In response to a question from the Board, he said he believed a good funding formula for this area was 60% federal funding, 20% state funding, and 20% local funding.

10. Board Member Comments

Mr. Bob Bingham stated this would likely be his last KMPO Board meeting. He said he appreciated meeting everyone and having the opportunity to participate. Mr. Bingham remarked that there was a demand for improving the transportation system.

Chair Mangan said it was a privilege to serve as the KMPO Chair. He felt the community was becoming more aware of the infrastructure needs and felt it was important for them to let the legislators know it was a priority. Chair Mangan thanked KCATT for analyzing the matters that are brought before the Board for recommendation.

Mr. Panabaker thanked KMPO for the letter of support for the “traffic circle.” He noted Lakes Highway District had recently given the City of Hayden two much-needed surplus snowplow trucks; he thanked Lakes Highway District and commented on the importance of government working together. Mr. Panabaker thanked Mr. Bingham for his service.

11. Next Meeting – January 10, 2019

12. Adjournment

There being nothing further before the Kootenai Metropolitan Planning Organization Board, Chair Mangan adjourned the December 13, 2018 meeting without objection.

The regular meeting was adjourned at 2:12 p.m.

Recording Secretary