



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, 2019 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 Kackman, Chair**
- 2. Changes to the Agenda and Declarations of Conflicts of Interest – *Action Item***
- 3. Approval of March 14, 2019 Meeting Minutes – *Action Item***
- 4. Public Comments** (limited to non-agenda items 3 minutes)
- 5. KCATT Recap & Recommendations – Rob Palus**
 - a. Recap of Activities – March/April 2019
 - b. Recommendations
 - i. Critical Arterial Corridor Policy – *Action Item*
 - ii. Railroad Quiet Zones Policy - *Action Item*
- 6. Administrative Matters**
 - a. March and April 2019 KMPO Expenditures & Financial Report – *Action Item*
 - b. FY 2020 KMPO Budget – **Discussion**
 - c. Transportation Improvement Program Amendment Policy Update – *Action Item*
 - d. KMPO 2019-2025 Transportation Improvement Program Amendment #5 Revising PC Funding \$250,000 for KN 20645 I-90, Cedars to Dudley Rd and Increase Construction Cost from \$4,952,738 to \$5,991,000 for KN 19431 I-90, Blue Creek Bay Bridge Restoration
 - e. KMPO 2019-2025 KMPO Transportation Improvement Program Amendment #6 Revising CN Funding down \$100,000 to \$288,000 and adding Right of Way funding same amount for KN 19749 Riverview Drive Guardrail Installation – Post Falls Highway District
 - f. KMPO 2019-2025 Transportation Improvement Program Amendment #7 Revising current milepost beginning and end points to more reflect the origin projects limits and length. Total project scope and costs remain the same in this amendment.
 - g. KMPO 2019-2025 Transportation Improvement Program Amendment #8 Revising various projects (4) to change funding source from Safety funding to Pavement Restoration. One Project increases Design costs (PC).
 - h. KMPO 2019-2025 Transportation Improvement Program Amendment #9 Revising three projects (3) to realigning funding sources between two projects and increases design costs in one project (PC/PL).
 - i. KMPO 2019-2025 Transportation Improvement Program Amendment #10 revising one project to modify funding year, funding level and source for KN 19520 State, District 1 FY 2019 Bridge Repairs.
 - j. KMPO 2019-2025 Transportation Improvement Program Amendment #11 revising three (3) projects to adjust funding levels for phases with FY 2019 funding for projects scheduled for construction in current and future years.

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7. Other Business

- a. North Idaho's Transportation Future – Status Update on Projects and Funding - **Presentation**

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 Project and Finance Presentation – Amber Conklin/Chad Ingle
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 – June 13, 2019

12. Adjournment

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MEETING MINUTES

Kootenai Metropolitan Planning Organization
Regular Board Meeting
May 9, 2019
Post Falls City Council Chambers, City Hall, First Floor
Post Falls, Idaho

Board Members in Attendance:

Lynn Borders, Vice Chair	City of Post Falls
Corinne Johnson	Worley Highway District
John Austin	East Side Highway District
Dick Panabaker	City of Hayden
Darrell Richard, Alternate	City of Rathdrum
Terry Werner	Post Falls Highway District
Rod Twete	Lakes Highway District

Board Members Absent:

Jim Kackman, Chair	Coeur d'Alene Tribe
Bill Brooks	Kootenai County
Vic Holmes	City of Rathdrum
Damon Allen	Idaho Transportation Department, Dist. 1
Dan Gookin	City of Coeur d'Alene

Staff Present:

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

Attendees:

Chad Ingle	Kootenai County
Amber Conklin	Kootenai County
Rod Mitchell	Rural Citylink
Rob Palus	City of Post Falls

1. Call to Order – Lynn Borders, Vice Chair

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

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

Mr. Rod Twete moved to approve the agenda. Mr. Terry Werner seconded the motion which passed unanimously.

3. Approval of March 14, 2019 KMPO Board Meeting Minutes – *Action Item*

Mr. Terry Werner moved for the approval of the March 14, 2019, minutes. Mr. John Austin 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 – Rob Palus

a. Recap of Activities – March/April 2019

KCATT Chair, Rob Palus, City of Post Falls, noted the March KCATT meeting had been cancelled. During the April meeting, committee members and utilities reported on load limits, finalizing winter cleanup, and preparations for the upcoming construction season. KMPO staff discussed the 2018 employment updates and comprehensive plan modeling requests.

b. Recommendations

i. Critical Arterial Corridor Policy – **Action Item**

Mr. Palus reviewed the Critical Arterial Corridor Policy which was drafted by KCATT and before the KMPO Board as a recommendation for adoption. He discussed the background, development, and intent of the Policy. A Critical Arterial Corridors map was included in the Board packet.

Mr. Werner noted the designation of Greensferry Road from I-90 to Lancaster Road. He questioned why the section of Post Falls Highway District road from Lancaster Road to SH-53 was not included and recommended the designation extend to SH-53. He also commented on the designation of Meyer Road and questioned why the designation terminated at 16th Street.

Mr. Miles explained local jurisdictions designated and vetted the roadways for the recommendation. He noted the section of Greensferry Road between Lancaster Road and SH-53 fell within the City of Rathdrum's jurisdiction. Although the section meets the criteria, the City of Rathdrum had not provided feedback; the roadway could be added at any time. As the roadway is currently under the Highway District's jurisdiction, Mr. Miles agreed with Mr. Werner's recommendation to include the section in the designation. In response to a question from the Board regarding the lack of designation to Poleline and Hanley Avenues, Mr. Miles noted the adverse effects the designation would have on existing conditions east of Atlas Road.

Mr. Palus addressed Mr. Werner's question regarding the lack of designation on 16th Street beyond Meyer Road explaining much of 16th Street already had developed access, is posted at 25 miles per hour, and does not meet the critical arterial corridor criteria; the City of Post Falls has designated 16th Avenue as a major collector roadway. He also noted the City of Post Falls had designated Poleline and Hanley Avenues between Atlas and Huetter Roads as minor arterial roadways; the City has access control policies in place; however, they are not as stringent as the Critical Arterial Corridors Policy.

Mr. Miles noted the jurisdictions also looked at possible designations in the rural areas. The purpose of the Policy is to protect the higher order of arterials.

Mr. John Austin moved to approve the Critical Arterial Corridor Policy as submitted. Ms. Corinne Johnson seconded the motion which passed unanimously.

ii. Railroad Quiet Zones Policy – **Action Item**

Mr. Palus provided the background and development of the Railroad Quiet Zones Policy. The purpose of the Policy is to ensure a consistent approach in addressing and establishing quiet zones throughout Kootenai County. An informational guide was also included. KCATT recommended the adoption of the Policy by the KMPO Board.

Mr. Terry Werner moved to approve the Railroad Quiet Zones Policy as presented. Mr. John Austin seconded the motion which passed unanimously.

Mr. Miles said he intends to propose to KCATT a similar action as it relates to the establishment of airport noise contours that the federal government deems acceptable for residential subdivisions.

6. Administrative Matters

- a. March and April 2019 KMPO Expenditures & Financial Report – **Action Item**

Mr. Terry Werner moved to approve the March and April 2019 expenditures and financial report as presented. Mr. Dick Panabaker seconded the motion which passed unanimously.

- b. FY 2020 KMPO Budget – **Discussion**

Mr. Miles provided the Board a copy of the draft FY2020 budget with FY2019 budget comparisons. The FY2020 budget includes two significant items, the Early Acquisition program for the Huetter Corridor and KMPO's management of the Traffic Management Center Study on behalf of ITD. He noted a proposed 3% cost of living raise based on his conversation with city administrators, KMPO's policy and the actual median cost of living in 2018. The FY2020 budget will be presented to the KMPO Board for approval in June.

Mr. Austin noted the draft budget "Salaries," under Expenditure Budget, reflected a 7% not 3% increase. Mr. Miles said the cost of living raise was separate from salary increases.

- c. Transportation Improvement Program Amendment Policy Update – **Action Item**

Mr. Miles explained the Transportation Improvement Program Amendment Policy was the result of the metropolitan planning organizations, ITD, and the Federal Highway Administration working together to establish ground rules when processing Transportation Improvement Program (TIP) amendments. The Policy outlines the criteria and provides a Process Matrix for determining if a change will trigger an amendment or administrative modification.

Mr. John Austin moved to approve the Transportation Improvement Program Amendment Policy Update. Mr. Terry Werner seconded the motion which passed unanimously.

- d. KMPO 2019-2025 Transportation Improvement Program Amendment #5 Revising PC Funding \$250,000 for KN 20645 I-90, Cedars to Dudley Rd and Increase Construction Cost from \$4,952,738 to \$5,991,000 for KN 19431 I-90, Blue Creek Bay Bridge Restoration
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Mr. Miles noted the TIP amendments were administrative amendments; copies were available.

Vice Chair Borders noted Administrative Amendments 5 through 11 required no action.

7. Other Business

a. North Idaho's Transportation Future – Status Update on Projects and Funding – Presentation

Mr. Miles provided North Idaho's Transportation Future Status Update on Projects and Funding presentation which he had previously given to the Real Estate Forum. He noted upcoming projects through 2026. Over the next five years, there will be over \$200 million in transportation improvements made in Kootenai County. The last substantial investment to the transportation system was made in the 1969 to 1971 time frame. Mr. Miles provided historical statistics related to the growth of Kootenai County. The population of Kootenai County is expected to reach 273,000 in 2035 with 231,000 within the urbanized area. He commented on the current and 2040 travel demand model results, financial challenges and the gas tax funding available for transportation. Mr. Miles said there had been discussions suggesting a review of the ITD Board policy setting funding allocations. The Board was provided a supplemental report outlining funding sources, allocations, and local transportation expenses.

8. Public Transportation (Informational Items Provided to KMPO)

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a. Kootenai County Transit Project and Finance Presentation – Amber Conklin/Chad Ingle

Ms. Amber Conklin and Mr. Chad Ingle provided the Kootenai County Transit Project and Finance presentation. They discussed coverage of the regular and Paratransit urban routes, the ETA Spot technology and the recent addition of Citylink Transit to Google Maps. Kootenai County continues to reach out to the employer, healthcare, recreation, and education/job training sectors of the community. The Riverstone Transit Center is on schedule to be completed in August and expected to become a hub for commuter routes, ride-share programs, and other creative transportation programs. Kootenai County will be creating a comprehensive plan and priority list for bus shelters; they will meet with the cities to discuss shelter options. Mr. Ingle discussed 2018 regular, Paratransit, and Ring-a-Ride passenger trips and costs per trip. They are currently meeting with jurisdictions to discuss local contributions citing rising operating expenses. Ms. Conklin reported the FY2020-2024 Program of Projects (POP) was approved for advertisement by the Kootenai County Board of Commissioners on April 2nd; public notice of the POP was published on April 10th and a public hearing set for May 14th.

Mr. Austin noted ridership peaked around 500,000 in the 2008 to 2010 time frame. He questioned the factors causing the decline in ridership and asked if there was any expectation to return ridership to previous levels. Noting the decrease in ridership, he said he would be interested in seeing the Citylink North (urban) and South (rural) ridership since 2005.

Mr. Ingle commented on the increase in ridership to Citylink North over the past few years and stated the peak ridership quoted by Mr. Austin included the entire Citylink system. They are seeking ways to expand services, increase ridership, and reach passengers beyond the fixed route. Ms. Conklin attributed part of the ridership decrease to the 2012 route changes and the recent division of the Citylink North and South ridership numbers but said ridership for both services are on a significant rise. Although Kootenai Health is a Citylink partner, they only provide medical transports for Kootenai Health's non-dialysis medical appointments; their ridership accounts for 60-65% of the Paratransit ridership reported by Kootenai County. Kootenai Health is considering expanding its hours and partnership(s). As she expects the senior ride program to be in great demand, she is seeking ways to meet that need. Once the fare system is implemented, they will have a greater ability to track demographics; they are looking at a technology-based system rather than the traditional fare system which takes 3-5 years to recoup costs.

Mr. Miles noted Citylink North ridership numbers do not take into account the significant ridership they receive from Citylink South. The drastic reduction in service hours also contributed to the decrease in ridership.

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

Mr. Rod Mitchell reported on behalf of Mr. Alan Eirls who was unable to attend. April was reported as a good month with no accidents. Four new buses are on order; once received, their fleet will be back to full capacity. They are looking forward to the completion of the Transit Center.

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

Mr. Miles provided no additions to the Director's Report.

10. Board Member Comments

Ms. Johnson noted Idaho Senator David Nelson, who serves on the Idaho Senate Transportation Committee, attended the Worley Highway District regular meeting on May 8th. Senator Nelson toured the Worley Highway District.

Mr. Austin encouraged everyone to get out and vote on May 21st.

11. Next Meeting – June 13, 2019

12. Adjournment

There being nothing further before the Kootenai Metropolitan Planning Organization Board, Vice Chair Borders adjourned the May 9, 2019 meeting without objection.

The regular meeting was adjourned at 2:44 p.m.

Recording Secretary