



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

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Cooperatively Developing a Transportation System for all of Kootenai County, Idaho

**KMPO Board Meeting**

**November 14, 2019 1:30 pm**

Post Falls City Council Chambers, Post Falls City Hall, 1<sup>st</sup> 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 September 12, 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 – September and October 2019
  - b. 4<sup>th</sup> Street Project KN 20134- Recommendation to remove from the Transportation Improvement Program – **Action Item**
- 6. Administrative Matters**
  - a. September 2019 KMPO Expenditures – **Action Item**
  - b. October 2019 KMPO Expenditures & Financial Report – **Action Item**
  - c. KMPO 2019-2025 Transportation Improvement Program (TIP) Administrative Amendment #22 Revising and Increasing Funding Levels for Construction on Two Local Safety Projects – KN 19906 East Hayden Lake Road and KN 20194 East Canyon Road Guard Rail.
  - d. KMPO 2019-2025 Transportation Improvement Program (TIP) Administrative Amendment #23 Revising Construction Funding Levels on a Federal Safety – Local Project KN 13874 West Riverview Drive.
  - e. KMPO 2019-2025 Transportation Improvement Program (TIP) Administrative Amendment #24 Revising Construction Funding Levels on a Federal Safety – Local Project KN 19682 SH-41 Mullan Ave to Prairie Ave and KN 20098 SH-41 Prairie Ave to Lancaster Rd.
  - f. KMPO 2019-2025 Transportation Improvement Program (TIP) Administrative Amendment #25 Adding Early Phases of Eight New Projects.
  - g. 2020 KMPO Board and KCATT Meeting Dates & Locations – **Action Item**
- 7. Other Business – Metropolitan Transportation Plan Update – Ali Marienau**
- 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 Report – 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 – December 12, 2019**
- 12. Adjournment**

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KOOTENAI METROPOLITAN PLANNING ORGANIZATION  
250 Northwest Blvd, Suite 209 Coeur d' Alene, ID 83814  
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## MEETING MINUTES

Kootenai Metropolitan Planning Organization  
Regular Board Meeting  
November 14, 2019  
Post Falls City Council Chambers, City Hall, First Floor  
Post Falls, Idaho

### Board Members in Attendance:

Jim Kackman, Chair	Coeur d'Alene Tribe
Lynn Borders, Vice Chair	City of Post Falls
John Austin	East Side Highway District
Dick Panabaker	City of Hayden
Darrell Rickard	City of Rathdrum
Terry Werner	Post Falls Highway District
Rod Twete	Lakes Highway District
Marvin Fenn, Alternate	Idaho Transportation Department, District 1
Dan Gookin	City of Coeur d'Alene

### Board Members Absent:

Bill Brooks	Kootenai County
Corinne Johnson	Worley Highway District
Damon Allen	Idaho Transportation Department, District 1

### Staff Present:

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

### Attendees:

Chad Ingle	Kootenai County
Rob Palus	City of Post Falls

### **1. Call to Order – Jim Kackman, Chair**

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

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

There were no changes to the agenda or declarations of conflict of interest.

### **3. Approval of September 12, 2019 Meeting Minutes – Action Item**

**Mr. Darrell Rickard moved for the approval of the September 12, 2019, meeting minutes. Mr. Dick Panabaker 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 – September and October 2019

KCATT Chair, Rob Palus, provided a recap of the October KCATT meeting noting the majority of updates included project shutdowns and preparations for winter. Kootenai County announced a new floodplain regulation containing a “bridge-friendly” provision, which is now in effect. The City of Hayden will hold a master plan workshop at the City of Hayden tonight. ITD will hold an open

house on the I-90/SH-41 interchange project on November 20<sup>th</sup> at the Templin's Red Lion in Post Falls. ITD also reported on the 2009 Manual on Uniform Traffic Control Devices (MUTCD) requiring uniform signage on railroad crossings by December 31, 2019.

- b. 4<sup>th</sup> Street Project KN 20134 – Recommendation to remove from the Transportation Improvement Program – **Action Item**

Mr. Palus commented on the City of Dalton Gardens' 4<sup>th</sup> Street project, KN 20134; the Dalton Gardens City Council has voted not to move forward with the project. KCATT voted to recommend to the KMPO Board removal of the 4<sup>th</sup> Street project from the Transportation Improvement Program (TIP). Mr. Palus noted the federal funds could be used on another local project.

Mr. Glenn Miles said, to date, he believed the City of Dalton Gardens had spent approximately \$32,000 of the \$4.8 million. He felt the City had done a good job of bringing the project before the public, providing several options and a choice in the final decision. Mr. Miles said, typically, federal funds are not expected to be repaid if a project is cancelled or a "no action" alternative is selected - prior to completion of the concept design or the environmental document; "no action" is always an alternative. The City of Dalton Gardens will be working with the Local Highway Technical Assistance Council (LHTAC) and ITD to close out the project. The funding will remain in the KMPO area. In addition to recommending removal of the 4<sup>th</sup> Street project from the TIP, the Board packet information included a request that the KMPO Board authorize a call for projects. Mr. Miles said, in the future, project review will include scrutinizing the public involvement that goes into the formation of the scope of work.

**Mr. John Austin moved to recommend approval of removing the 4<sup>th</sup> Street project, KN 20134, from the TIP and issuing a call for projects. Mr. Dan Gookin seconded the motion which passed unanimously.**

## **6. Administrative Matters**

- a. September 2019 KMPO Expenditures – **Action Item**
- b. October 2019 KMPO Expenditures & Financial Report – **Action Item**

**Mr. Terry Werner moved to approve the September 2019 and October 2019 expenditures and Financial Report. Vice Chair Lynn Borders seconded the motion which passed unanimously.**

- c. KMPO 2019-2025 Transportation Improvement Program (TIP) Administrative Amendment #22 Revising and Increasing Funding Levels for Construction on Two Local Safety Projects – KN 19906 East Hayden Lake Road and KN 20194 East Canyon Road Guard Rail.
- d. KMPO 2019-2025 Transportation Improvement Program (TIP) Administrative Amendment #23 Revising Construction Funding Levels on a Federal Safety – Local Project KN 13874 West Riverview Drive.
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- f. KMPO 2019-2025 Transportation Improvement Program (TIP) Administrative Amendment #25 Adding Early Phases of Eight New Projects.

Mr. Miles noted the FY 2020-2026 TIP began October 1<sup>st</sup> but had not yet been approved by FHWA and FTA. Amendments to the approved FY 2019-2025 TIP allows projects to be obligated and continue to move forward through the program while awaiting approval of the FY 2020-2026 TIP.

Chair Kackman noted items 6 c-f were administrative amendments; no action was required.

g. 2020 KMPO Board and KCATT Meeting Dates & Locations – **Action Item**

**Mr. John Austin moved to approve the 2020 KMPO Board and KCATT Meeting Dates & Locations calendar. Mr. Terry Werner seconded the motion which passed unanimously.**

**7. Other Business – Metropolitan Transportation Plan Update – Ali Marienau**

Ms. Ali Marienau reported on the Metropolitan Transportation Plan (MTP) update noting Sections 1-4 had been sent to KCATT for review. The FY2020 Unified Planning Work Program (UPWP) included a full update of the MTP; performance measures and model updates will be added. As the recipient of Federal Transit Administration (FTA) Section 5307 Urbanized Area Funds, Kootenai County will be updating sections addressing public transportation in the urban area. Section 5, Financial Analysis, and Section 6, Planned Projects, which covers planned capital projects, will soon be sent out to KCATT for review. Currently, planned capital projects over the next 20 years total \$788 million. Once KCATT has reviewed all sections, the MTP will go out for a 30-day public comment period; the update is expected to be before the Board early 2020.

Mr. Miles said, as part of the financial analysis, the Federal Highway Administration (FHWA) require the inclusion of a plan demonstrating a reasonable way to obtain funds over the 20-year life of the Plan. He has been working with local jurisdictions and the Coeur d'Alene and Post Falls Chambers of Commerce on concepts to achieve this requirement. The Chambers' public policy committees met today and support looking into financial resources that will help address some of the local transportation issues. Mr. Miles felt the dialogue was beginning to pay off as the business community recognizes the problem and is also being directly impacted.

**8. Public Transportation (Informational Items Provided to KMPO)**

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Mr. Ingle noted he would be providing the reports for Kootenai County and Coeur d'Alene Tribe.

a. Kootenai County Transit Report – Amber Conklin/Chad Ingle

Mr. Ingle noted ridership was up slightly from October 2018; on-time performance was reported. Paratransit and Ring-a-Ride services continue to see an increase in applicants; ridership has increased over October 2018. Mr. Ingle said they hope to order new buses by December and will be able to purchase them at a reduced cost by piggybacking on a Washington State contract. Maintenance on fixed-route buses is done by the Tribe; Kootenai County has a contract with MV Transportation to provide drivers and maintenance for the Paratransit buses. The restrooms at the Riverstone Transit Center are now open to the public during business hours.

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

Mr. Ingle reported ridership was up 700 over last month but consistent with October of 2018. The Tribe has received two new buses and is expecting to have them on the road in the next month. There was one deer strike last month; the bus has been repaired and is back in service. Bus driver employment remains stable. Doug Barnett will replace Rod Mitchell as the assistant transportation manager; Mr. Mitchell is considering part-time employment to help with bus maintenance. The shop is keeping up with bus service, repairs, and warranty work. The Tribe is working on July-September ITD reports and on the annual National Transit Database (NTD) reports.

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

Mr. Miles noted the financial audit was complete; there were no findings. The report is expected to be complete in December; he will forward the report once it is received.

Kootenai County has an opportunity to receive an additional \$200,000 to complete Phase 2 of the Riverstone Transit Center. Since Phase 1 is essentially complete, the County will have to standup

a new project. KMPO will do a call for Section 5339 projects; applications will be presented to the KMPO Board; the process is expected to take 60-90 days. The project can move forward once it has been approved by KMPO, added to the Program of Projects by ITD, and approved by FHWA and FTA.

East Side Highway District received a Federal Lands Access Program (FLAP) grant for the Yellowstone Trail Road project.

#### **10. Board Member Comments**

Mr. Panabaker noted the US-95/SH-53 project was progressing quickly.

Mr. Austin noted Phase 1 of the Yellowstone Trail Road project addressed the section off the I-90 Wolf Lodge exit. The award of the FLAP grant covers Phase 2 which will address the remaining portion of the project. East Side Highway District appreciated the support KMPO provided.

Mr. Miles noted the December meeting would include the election of officers.

#### **11. Next Meeting – December 12, 2019**

#### **12. Adjournment**

There being nothing further before the Kootenai Metropolitan Planning Organization Board, Chair Kackman adjourned the November 14, 2019 meeting without objection.

The regular meeting was adjourned at 1:58 p.m.

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Recording Secretary