



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  
May 14, 2020 1:30 pm**

**\*MEETING HELD VIA ZOOM VIDEO CONFERENCING (link provided below)**

**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 12, 2020 Meeting Minutes – Action Item**
- 4. Public Comments** (limited to non-agenda items 3 minutes)
- 5. KCATT Recap & Recommendations – Kevin Howard**
  - a. Recap of Activities – March/April 2020
  - b. Metropolitan Transportation Plan (MTP) Update Recommendation – **Action Item**
  - c. FTA Section 5310 Grant Application for Purchase of Service Recommendation – **Action Item**
  - d. FTA Section 5310 Grant Application for Buses Recommendation – **Action Item**
- 6. Administrative Matters**
  - a. March 2020 KMPO Expenditures – **Action Item**
  - b. April 2020 KMPO Expenditures & Financial Report – **Action Item**
  - c. Aerographic Geospatial Services – Huetter Corridor LiDAR and Digital Mapping Services \$26,903 – Request to Approve – **Action Item**
  - d. David Evans & Associates – Huetter Corridor Survey Support Services \$ 19,955 – Request to Approve – **Action Item**
  - e. KMPO 2020-2026 Transportation Improvement Program (TIP) Administrative Amendment #8 Adding Kootenai County Riverstone Transit Center, Phase 2 Project, FTA Section 5339 \$850,000.
  - f. KMPO 2020-2026 Transportation Improvement Program (TIP) Administrative Amendment #9 Adding FTA Section 5310 Purchase of Service Ring A Ride funding.
  - g. KMPO 2020-2026 Transportation Improvement Program (TIP) Administrative Amendment #10 Adding Funds to KN 20098 SH-41 Prairie Avenue to Boekel Road \$5,000 increasing PE funding.
  - h. KMPO 2020-2026 Transportation Improvement Program (TIP) Administrative Amendment #11 Adding Funds to KN 20098 SH-41 Prairie Avenue to Boekel Road \$25,000 increasing PE funding and \$532,000 for Utility related activities.
  - i. KMPO 2020-2026 Transportation Improvement Program (TIP) Administrative Amendment #12 Adding Funds to KN 20641 SH-53 and Ramsey Road Intersection Project increasing PE funding \$25,000.

**For special accommodation/translation services, call 1.208-930-4164, 48 hours in advance. KMPO assures nondiscrimination in accordance with Title VI of the Civil Rights Act of 1964, and Civil Rights Restoration Act of 1987 (P.O. 100.259) and the Americans with Disabilities Act.**

**7. Other Business**

- a. 2020 Safety Performance Measures - Crash Analysis Presentation – Ali Marienau
- b. Health Corridor Study Update – Ali Marienau

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

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- 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 – June 18, 2020**

**12. Adjournment**

**\*Kootenai Metropolitan Planning Organization (KMPO) is inviting you to a scheduled Zoom KMPO Board Meeting for Thursday May 14th at 1:30 p.m. PDT**

**Join Zoom Meeting**

Please be aware, those attending as members of the public/audience will have their microphones muted by the Chair/host, unless called on by the Chair of KCATT. This is being done to ensure to minimize background noise conflicts, which can interrupt the discussions during the meeting.

<https://us02web.zoom.us/j/84579564336?pwd=WIBQREp0MjhrQWN0WUg5TUhlTlduZz09>

Meeting ID: 845 7956 4336

Password: 000863

One tap mobile

+12532158782,,84579564336#,1#,000863# US (Tacoma)

+13462487799,,84579564336#,1#,000863# US (Houston)

Dial by your location

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

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+1 312 626 6799 US (Chicago)

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Meeting ID: 845 7956 4336

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Find your local number: <https://us02web.zoom.us/j/84579564336?pwd=WIBQREp0MjhrQWN0WUg5TUhlTlduZz09>

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**MEETING MINUTES**

Kootenai Metropolitan Planning Organization  
Regular Board Meeting  
May 14, 2020  
Zoom Video Conferencing Meeting

Board Members in Attendance:

Jim Kackman, Chair	Coeur d’Alene Tribe
Lynn Borders, Vice Chair	City of Post Falls
Corinne Johnson	Worley Highway District
Darrell Rickard	City of Rathdrum
Terry Werner	Post Falls Highway District
Rod Twete	Lakes Highway District
Dan Gookin	City of Coeur d’Alene

Board Members Absent:

Bill Brooks	Kootenai County
John Austin	East Side Highway District
Dick Panabaker	City of Hayden
Damon Allen	Idaho Transportation Department, District 1

Staff Present:

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

Attendees:

Kevin Howard	Worley Highway District
Amber Conklin	Kootenai County
Alan Eirls	Coeur d’Alene Tribe

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

The regular meeting of the Kootenai Metropolitan Planning Organization Policy Board held via Zoom video conferencing was called to order by Chair Jim Kackman at 1:30 p.m. He noted there was a quorum.

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

**Mr. Dan Gookin moved to approve the agenda. Mr. Terry Werner seconded the motion which passed unanimously.**

**3. Approval of March 12, 2020 Meeting Minutes – Action Item**

**Ms. Corinne Johnson moved to approve the March 12, 2020, meeting minutes. Vice Chair Lynn Borders 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 – Kevin Howard**

### **a. Recap of Activities – March/April 2020**

KCATT Chair Kevin Howard noted the April KCATT meeting was held via Zoom video conferencing. The committee discussed how each of their agencies were handling the COVID-19 pandemic and Governor Little's stay-home order.

### **b. Metropolitan Transportation Plan (MTP) Update Recommendation – Action Item**

Mr. Howard noted the committee had reviewed the Metropolitan Transportation Plan (MTP) Update and unanimously voted to recommend approval to the KMPO Board.

**Mr. Terry Werner moved to approve the Metropolitan Transportation Plan (MTP) Update as presented. Ms. Corinne Johnson second the motion which passed unanimously.**

### **c. FTA Section 5310 Grant Application for Purchase of Service Recommendation – Action Item**

Mr. Howard noted the FTA Section 5310 Grant Application was for the purchase of service which would help support the continuation of the Ring-a-Ride program. KCATT unanimously voted to recommend approval to the KMPO Board.

**Mr. Terry Werner moved that the KMPO Board accept the FTA Section 5310 Grant Application for Purchase of Service as recommended by KCATT. Mr. Darrell Rickard second the motion which passed unanimously.**

### **d. FTA Section 5310 Grant Application for Buses Recommendation – Action Item**

Mr. Howard reported KCATT reviewed the FTA Section 5310 Grant Application for Buses and unanimously voted to recommend approval to the KMPO Board.

**Mr. Terry Werner moved to approve the FTA Section 5310 Grant Application for Buses as recommended by KCATT. Mr. Darrell Rickard second the motion which passed unanimously.**

## **6. Administrative Matters**

### **a. March 2020 KMPO Expenditures – Action Item**

**Mr. Terry Werner moved to approve the Expenditures for March 2020. Mr. Darrell Rickard seconded the motion which passed unanimously.**

### **b. April 2020 KMPO Expenditures & Financial Report – Action Item**

**Mr. Terry Werner moved to approve the April 2020 Expenditures and Financial Report. Vice Chair Lynn Borders seconded the motion which passed unanimously.**

### **c. Aerographic Geospatial Services – Huetter Corridor LiDAR and Digital Mapping Services \$26,903 – Request to Approve – Action Item**

Mr. Miles noted Aerographic Geospatial Services would be doing the aerial photography/LiDAR and topography for the Huetter Corridor. He noted the amount of activity and development taking place along the corridor and the request for more definitive mapping. KMPO received funding from the Federal Highway Administration to develop a centerline and accurate profiles along the corridor. The contractor is expected to fly the corridor in the next few weeks. Agenda item 6.d., the contract with David Evans & Associates, is for the set-up of targets and ground controls for the aerial photography/LiDAR and topography.

**Mr. Rod Twete moved to approve Aerographic Geospatial Services' Scope of Work. Vice Chair Lynn Borders seconded the motion which passed unanimously.**

- d. David Evans & Associates – Huetter Corridor Survey Support Services \$ 19,955 – Request to Approve – **Action Item**

**Vice Chair Lynn Borders moved to approve the David Evans & Associates Huetter Corridor Survey Support Services agreement. Mr. Terry Werner seconded the motion which passed unanimously.**

- e. KMPO 2020-2026 Transportation Improvement Program (TIP) Administrative Amendment #8 Adding Kootenai County Riverstone Transit Center, Phase 2 Project, FTA Section 5339 \$850,000.
- f. KMPO 2020-2026 Transportation Improvement Program (TIP) Administrative Amendment #9 Adding FTA Section 5310 Purchase of Service Ring A Ride funding.
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- i. KMPO 2020-2026 Transportation Improvement Program (TIP) Administrative Amendment #12 Adding Funds to KN 20641 SH-53 and Ramsey Road Intersection Project increasing PE funding \$25,000.

Mr. Miles noted ITD had moved money to cover gaps in funding for the SH-41 construction project and changes to the US-95/SH-53 project. The funds for the Riverstone Transit Center have been programmed. Administrative amendments require no action.

## **7. Other Business**

- a. 2020 Safety Performance Measures – Crash Analysis Presentation – Ali Marienau

Ms. Ali Marienau noted the most recent ITD Safety Targets and crash data for Kootenai County were presented to the Board during their March meeting; the Board had requested additional information related to the crash analysis. A memo highlighting the details was included in the Board packet and reviewed for the Board. There were no questions.

- b. Health Corridor Study Update – Ali Marienau

Ms. Marienau noted the Board approved staff's participation in the Health Corridor Traffic Analysis Study in February; a review of activities since January was provided. KMPO has been working with four stakeholder agencies: ignite cda, Kootenai Health, ITD, and the City of Coeur d'Alene. The Request for Proposals closed April 9<sup>th</sup>; three proposals were received. The selection committee, scoring criteria, and consultant selection process were reviewed. The selection committee recommended awarding the project to DOWL; they are currently working with them to further define the scope and budget. KMPO staff will draft a proportional funding agreement for the study; the stakeholder agencies have agreed to split the final cost by 30-30-30-10, with KMPO funding 10% of the contract. The contract and formal funding agreement are expected to be before the KMPO Board on June 18<sup>th</sup>.

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

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

Ms. Amber Conklin said, following Governor Little’s stay-home order, they initiated an outreach to ensure people were using public transportation to access only essential services and jobs; the current transportation schedule was maintained. Policies and practices for additional safety and sanitization measures were implemented. Over the past two months, Kootenai County has experienced an average ridership reduction of just over 50%; ridership numbers were provided. As restrictions have been lifted the last two weeks, they have seen a noticeable increase in ridership. Ms. Conklin said she expects they will return to 80% of normal ridership numbers within the next month.

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

Mr. Alan Eirls reported rural transit closed down March 20<sup>th</sup>; operations reopened on April 27<sup>th</sup>. A considerable increase in ridership has taken place since the service has returned. Implemented safety measures include face masks and plexiglass shields. Mr. Eirls noted two buses were in the shop during the past month; the two new buses have still not been received. Their new website is expected to be up in the next couple of weeks. Mr. Eirls noted they had received \$680,000 in stimulus money to help cover the costs associated with addressing the COVID-19 pandemic. There were no accidents or incidents to report.

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

Mr. Miles reported the USDOT is expected to announce the INFRA Grant awards the beginning of June. ITD had submitted a fairly large grant application for moving the Huetter Port of Entry and construction of the SH-53/Pleasant View Road interchange.

**10. Board Member Comments**

Chair Kackman thanked the Board for attending the Zoom video conferencing meeting. He noted their next meeting was scheduled for the third Thursday in June in order to avoid a conflict with the Association of Idaho Cities annual conference.

**11. Next Meeting – June 18, 2020**

**12. Adjournment**

**Vice Chair Lynn Borders moved to adjourn the May 14, 2020 KMPO Board meeting. Ms. Corinne Johnson seconded the motion which passed unanimously.**

The regular meeting was adjourned at 2:05 p.m.

Signature on File

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Recording Secretary