



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 14, 2021 1:30 pm**

***MEETING HELD VIA ZOOM VIDEO CONFERENCING (link provided on page 2)**

AGENDA

- 1. Call to Order – Jim Kackman, Chair**
- 2. Changes to the Agenda and Declarations of Conflicts of Interest – Action Item**
- 3. Approval of November 12, 2020 Meeting Minutes – Action Item**
- 4. Public Comments** (limited to non-agenda items 3 minutes)
- 5. KCATT Recap & Recommendations – Chris Bosley**
 - a. Recap of Activities – November/December 2020
 - b. Corridor Access Management Discussion & Recommendation – **Action Item**
- 6. Administrative Matters**
 - a. November 2020 KMPO Expenditures – **Action Item**
 - b. December 2020 KMPO Expenditures & Financial Report – **Action Item**
 - c. KMPO 2020-2026 Transportation Improvement Program (TIP) Administration Amendment Request #23 ITD request to add KN 23041 US 95, Spokane River Bridge Repairs PE/PC for the FY 2021 Program Year into the FY 2020-2026 TIP, \$225,000.
 - d. KMPO 2020-2026 Transportation Improvement Program (TIP) Administration Amendment Request #24 Urban Balancing action to advance \$500,000 for Right of Way, KN 12310 Ramsey Road; Wyoming to Lancaster, into the FY 2021 Program Year from FY 2022.
 - e. KMPO 2020-2026 Transportation Improvement Program (TIP) Administrative Amendment Request #25 Local Highway Technical Assistance Council (LHTAC) request to increase CL and PL funding to current projects.
 - f. KMPO 2020-2026 Transportation Improvement Program (TIP) Administrative Amendment Request #26 FY 2019, FY 2020 and FY 2021 transfers between previously obligated and current projects.
 - g. Election of 2021 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 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)

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.

KOOTENAI METROPOLITAN PLANNING ORGANIZATION
250 Northwest Blvd, Suite 209 Coeur d' Alene, ID 83814
1-208-930-4164 website: www.kmpo.net

10. Board Member Comments

11. Next Meeting – February 11, 2021

12. Adjournment

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

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 KMPO Board chair. This is being done to ensure to minimize background noise conflicts, which can interrupt the discussions during the meeting.

LINK: <https://us02web.zoom.us/j/84095709242?pwd=ajhSdkk3Y3JKVU4rcFZLbWtRSmJDdz09>

Meeting ID: 840 9570 9242

Passcode: 263799

Join Zoom Meeting by Phone

One tap mobile

+13462487799,,84095709242#,,,,*263799# US (Houston)

+16699006833,,84095709242#,,,,*263799# US (San Jose)

Dial by your location

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 312 626 6799 US (Chicago)

+1 929 436 2866 US (New York)

+1 301 715 8592 US (Washington D.C)

Meeting ID: 840 9570 9242

Passcode: 263799

Find your local number: <https://us02web.zoom.us/j/kntZK4jCe>

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.

KOOTENAI METROPOLITAN PLANNING ORGANIZATION
250 Northwest Blvd, Suite 209 Coeur d' Alene, ID 83814
1-208-930-4164 website: www.kmpo.net

MEETING MINUTES

Kootenai Metropolitan Planning Organization
Regular Board Meeting
January 14, 2021
Zoom Video Conferencing Meeting

Board Members in Attendance:

Jim Kackman, Chair	Coeur d'Alene Tribe
Lynn Borders, Vice Chair	City of Post Falls
Bill Brooks	Kootenai County
Corinne Johnson	Worley Highway District
John Austin	East Side Highway District
Dick Panabaker	City of Hayden
Terry Werner	Post Falls Highway District
Damon Allen	Idaho Transportation Department, District 1

Board Members Absent:

Darrell Rickard	City of Rathdrum
Rod Twete	Lakes Highway District
Dan Gookin	City of Coeur d'Alene

Staff Present:

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

Attendees:

Chad Ingle	Kootenai County
Alan Eirls	Coeur d'Alene Tribe
Laura Winter	Ruen-Yeager
Michael Lenz	Post Falls Highway District
Kelly Brownsberger	
Justin Wuest	ITD
Marvin Fenn	ITD
Halley Jalbert	KCATT Community Member, Pedestrian

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 1:31 p.m.

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

Mr. Terry Werner moved to approve the agenda as presented. Ms. Corinne Johnson and Mr. John Austin seconded the motion which passed unanimously.

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

Mr. Terry Werner moved to approve the November 12, 2020 meeting minutes as presented. 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 – Chris Bosley

a. Recap of Activities – November/December 2020

Chair Kackman noted KCATT Chair Chris Bosley was unable to attend today's meeting. Mr. Miles provided the recap of the November and December KCATT meetings. In addition to reviewing their end of the year projects and the local option vehicle registration fee election results, the committee discussed corridor access management (agenda item 5.b.).

b. Corridor Access Management Discussion & Recommendation – **Action Item**

Ms. Ali Marienau noted KCATT had been discussing regional corridor/access management plans, the Idaho Administrative Procedures Act (IDAPA), and the need to incorporate them into access management along state highways and priority corridors; a memo was included in the Board packet. KCATT recommended that any adopted regional corridor/access management plan(s) be recognized and incorporated into a jurisdiction's access management review and decision-making processes, including the IDAPA rules.

Mr. Miles commented on the adopted KMPO Critical Arterial Corridor Policy which was intended to address the development along priority corridors by ensuring an early connection between the development community and the local jurisdictions. Although Idaho state highways are managed under IDAPA, the policy is not designed to address transitional or fast growth areas between the urban and rural boundaries – as seen on the Rathdrum Prairie. KCATT's recommendation is intended to begin the conversation on how to incorporate adopted corridor/access management plans, agreements between local jurisdictions, and IDAPA rules into the documentation that is used to support the access management decision-making process. Well-made decisions will ensure the safe and efficient movement of people and goods throughout the region. Mr. Miles noted the SH-41 Corridor Master Plan laid out quarter-mile/half-mile spacings; the cost to correct access management along the US-95 corridor exceeded \$10 million. He highlighted the importance of the KMPO Board going on record to support ITD and local jurisdictions' use of regional/highway corridor plans during their access management decision-making process.

Mr. Damon Allen provided some background on the issue noting ITD's access was governed by IDAPA 39.03.42 – Rules Governing Highway Right-of-Way Encroachments on State Rights-of-Way. Although the rule has served them well, areas where there is rapid development has become challenging. For some time, ITD had operated with the understanding that corridor plans had precedence in IDAPA and had relied on Subsection 200.08 in considering corridor plans as long-range planning goals. He noted the recent differing of legal opinions on the matter and explained that he has formally requested the Idaho Attorney General's Office provide a fresh legal opinion on corridor plans and their hierarchy in IDAPA 39; the request also seeks a legal opinion on corridor plans when construction is not planned for several years, e.g., the SH-41 Corridor Master Plan. A favorable legal opinion would bolster their position; a less than favorable opinion may result in a request to strengthen the IDAPA rules so they can use corridor plans to manage access and congestion. Mr. Allen said he would let the Board know when he receives the legal opinion from the Attorney General's office. He remarked that they have a good working relationship with the locals who have been stronger on access than ITD has been able to be.

Chair Kackman said he felt KCATT's recommendation had merit; noting the cost and effort behind corridor plans and the inability to implement the plan for access management. He remarked that this issue gets at the crux of what the KMPO Board is here to do.

Mr. Werner commented that he felt it was very important that they protect area corridors. ITD was spending millions of dollars on the SH-41 corridor project; allowing numerous access points would defeat the purpose of the corridor plan.

Mr. Terry Werner moved that any adopted regional corridor or access management plan be incorporated and recognized as part of the access review process by applicable jurisdictions and ITD's IDAPA process for access management decision making. Mr. John Austin seconded the motion which passed unanimously with no objections.

6. Administrative Matters

a. November 2020 KMPO Expenditures– Action Item

Mr. John Austin moved to approve the November 2020 Expenditures. Mr. Terry Werner seconded the motion which passed unanimously.

b. December 2020 KMPO Expenditures & Financial Report – Action Item

Mr. Terry Werner moved to approve the December 2020 Expenditures and Financial Report. Vice Chair Lynn Borders seconded the motion.

Mr. Austin questioned if the Health Corridor Study expenses were reimbursed by ignite cda. Mr. Miles explained that 30 percent was reimbursed by ITD District 1, 60 percent by ignite cda, and KMPO contributed the remaining 10 percent.

The motion passed unanimously.

- c. KMPO 2020-2026 Transportation Improvement Program (TIP) Administration Amendment Request #23 ITD request to add KN 23041 US 95, Spokane River Bridge Repairs PE/PC for the FY 2021 Program Year into the FY 2020-2026 TIP, \$225,000.
- d. KMPO 2020-2026 Transportation Improvement Program (TIP) Administration Amendment Request #24 Urban Balancing action to advance \$500,000 for Right of Way, KN 12310 Ramsey Road; Wyoming to Lancaster, into the FY 2021 Program Year from FY 2022.
- e. KMPO 2020-2026 Transportation Improvement Program (TIP) Administrative Amendment Request #25 Local Highway Technical Assistance Council (LHTAC) request to increase CL and PL funding to current projects.
- f. KMPO 2020-2026 Transportation Improvement Program (TIP) Administrative Amendment Request #26 FY 2019, FY 2020 and FY 2021 transfers between previously obligated and current projects.

Mr. Miles noted the majority of the administrative amendments were the result of end-of-the-year money which allowed the projects to be advanced.

g. Election of 2021 Officers – Action Item

Chair Kackman said, in the past, the Board's preference was to nominate the vice chair to the chair position; he opened nominations and discussion for the chair position.

Mr. Terry Werner nominated Vice Chair Lynn Borders to serve as the KMPO Board chair for a two-year term. Mr. John Austin seconded the motion which passed unanimously.

Chair Kackman opened nominations and discussion for the vice chair position.

Vice Chair Borders nominated Mr. Rod Twete as the KMPO Board vice chair for a two-year term. Mr. Terry Werner seconded the motion which passed unanimously.

Chair Kackman thanked Vice Chair Borders and Mr. Twete for their willingness to serve on the KMPO Board.

Mr. Austin thanked Chair Kackman for his service on the KMPO Board.

7. Other Business

Chair Kackman noted there were no additional business items to discuss.

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

Mr. Chad Ingle provided a ridership overview presentation and noted a steady increase in ridership since COVID-19 restrictions were in place. December fixed route ridership was approximately 88% of December 2019 numbers; on-time performance for November and December increased. December Paratransit ridership was approximately 70% of December 2019 numbers; increased ridership and interest in the Ring-a-Ride program were noted. The new buses had been received and were being prepared for service. Mr. Ingle noted the County had received several comments about the original Citylink bus wrap blending into the background. For that reason, the County decided to update their wraps; the presentation included photos of the updated bus wraps.

Chair Kackman commented and expressed concern that the original bus wrap had been a longstanding marquee and something the public had come to associate with the buses and the continuity between the rural and urban routes. He noted that they had attempted to represent and operate the system as a whole and asked Mr. Ingle if he felt that the updated wrap took away from that in any way.

Mr. Ingle agreed with Chair Kackman and said that issue was considered during the design process. He explained that the original fisherman image remained on the back of the bus wrap and felt that would maintain a strong visual link between the urban and rural system.

Chair Kackman noted the buses were owned by the County and said, although he preferred the bus wraps be consistent, he was not prepared to express a concern unless there was an opinion amongst the Board. The Board provided no comment.

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

Mr. Eirls noted ridership had been slowly increasing but was still down from last year at the same time – prior to the pandemic; they are still operating on extended hours. He reported on two accidents and the impact this week's storm had on the rural routes. The system was running well, on extended hours, and had a full staff of drivers. The two new buses that had been previously ordered will need to be reordered; the matter is being discussed with the FTA. Mr. Eirls commented on the County's new bus wrap and noted that it still included the same images that they had all originally agreed on but blends into blue on the front of the bus.

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

Mr. Miles noted the 2021-2027 Transportation Improvement Program (TIP) approved by the KMPO Board in September was merged into ITD's Statewide Transportation Improvement Program (STIP) and approved by the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) on January 5, 2021.

Public involvement for the Health Corridor Study is expected in the near future; the consultant has designed some concepts that are expected to improve the area.

The original Huetter Corridor right-of-way needs map was done by Ruen-Yeager. Mr. Miles has asked them to provide a scope of work and budget to place center and right-of-way lines on the aerial photogrammetry work that had been done last year; the work is expected to be completed in the January timeframe.

Mr. Miles reported that Magnuson & McHugh had completed the 2020 financial audit; the final report is expected next week.

10. Board Member Comments

Chair Kackman said he enjoyed serving as the KMPO Board chair and thanked the Board for the opportunity.

11. Next Meeting – February 11, 2021

12. Adjournment

Mr. Corinne Johnson moved to adjourn the January 14, 2021 KMPO Board meeting. Mr. John Austin seconded the motion which passed unanimously.

The regular meeting was adjourned at 2:15 p.m.

Signature on File

Recording Secretary