



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
February 11, 2021 1:30 pm**

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

AGENDA

- 1. Call to Order – Lynn Borders, Chair**
- 2. Changes to the Agenda and Declarations of Conflicts of Interest – Action Item**
- 3. Approval of January 14, 2021 Meeting Minutes – Action Item**
- 4. Public Comments** (limited to non-agenda items 3 minutes)
- 5. KCATT Recap & Recommendations – Chris Bosley**
 - a. Recap of Activities – January 2021
 - b. 2021 Safety Performance Targets – **Action Item**
 - c. KMPO Sub-Area Model Development Standard – **Action Item**
- 6. Administrative Matters**
 - a. January 2021 KMPO Expenditures & Financial Report – **Action Item**
 - b. 2020 Financial Audit Report Acceptance – **Action Item**
 - c. Ruen-Yeager Huetter Corridor Right-of-Way Map Contract Request for Approval – **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)
- 10. Board Member Comments**
- 11. Next Meeting – March 11, 2021**
- 12. Adjournment**

***Kootenai Metropolitan Planning Organization (KMPO) is inviting you to a scheduled Zoom KMPO Board Meeting for Thursday, February 11th at 1:30 p.m. PST.**

Join Zoom Meeting – Instructions provided on page 2 of the agenda.

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

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/87870647082?pwd=SDBxNldQOFZlOFILZzFXQVN0Y1BVUT09>

Meeting ID: 878 7064 7082

Passcode: 381627

Join Zoom Meeting by Phone

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Dial by your location

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

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+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 929 436 2866 US (New York)

Meeting ID: 878 7064 7082

Passcode: 381627

Find your local number: <https://us02web.zoom.us/u/kcdNxFWWRy>

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MEETING MINUTES

Kootenai Metropolitan Planning Organization
Regular Board Meeting
February 11, 2021
Zoom Video Conferencing Meeting

Board Members in Attendance:

| | |
|-----------------------|---|
| Lynn Borders, Chair | City of Post Falls |
| Rod Twete, Vice Chair | Lakes Highway District |
| Bill Brooks | Kootenai County |
| John Austin | East Side Highway District |
| Dick Panabaker | City of Hayden |
| Darrell Rickard | City of Rathdrum |
| Jim Kackman | Coeur d'Alene Tribe |
| Terry Werner | Post Falls Highway District |
| Damon Allen | Idaho Transportation Department, District 1 |

Board Members Absent:

| | |
|-----------------|-------------------------|
| Corinne Johnson | Worley Highway District |
| Dan Gookin | City of Coeur d'Alene |

Staff Present:

| | |
|-------------|--------------------|
| Glenn Miles | Executive Director |
|-------------|--------------------|

Attendees:

| | |
|----------------|---|
| Amber Conklin | Kootenai County |
| Alan Eirls | Coeur d'Alene Tribe |
| Marvin Fenn | Idaho Transportation Department, District 1 |
| Diane Fountain | Lakes Highway District |
| Laura Winters | Ruen-Yeager |
| Halley Jalbert | KCATT Community Member, Pedestrian |

1. Call to Order – Lynn Borders, Chair

The regular meeting of the Kootenai Metropolitan Planning Organization Policy Board held via Zoom video conferencing was called to order by Chair Lynn Borders 1:30 p.m.

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

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

3. Approval of January 14, 2021 Meeting Minutes – Action Item

Mr. John Austin moved to approve the January 14, 2021 meeting minutes. Mr. Darrell Rickard 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 – January 2021

KCATT Chair Chris Bosley noted committee members had been busy the past month doing windstorm cleanup. Discussions included access management on priority corridors, an update

on the Health Corridor Study, and, in light of the failed General Election Local Option Vehicle Registration Fee ballot measure, a proposed public outreach program that would help educate voters on local infrastructure investment.

b. 2021 Safety Performance Targets – **Action Item**

Mr. Bosley stated KCATT was recommending the acceptance of ITD's 2021 Safety Performance Targets. He noted areas of increases and decreases but said, overall, Kootenai County's crash rates were lower than ITD's safety targets.

Mr. Miles explained Safety Performance Targets were updated annually per the Federal Highway Administration (FHWA) rules.

Mr. Darrell Rickard moved to approve the 2021 Safety Performance Targets as presented. Mr. Dick Panabaker seconded the motion which passed unanimously.

c. Sub-Area Model Development Standard – **Action Item**

Mr. Bosley stated KCATT recommended the acceptance of the City of Hayden's sub-area model development process and methodology as the standard for development of future sub-area models within the KMPO planning area. The process and methodology were used by the City in their recently adopted 2020 Transportation Strategic Plan. Adopting this standard would ensure projects that are outside a jurisdiction are taken into consideration and used during the sub-area model development process.

Mr. Jim Kackman moved to approve the KMPO Sub-Area Model Development Standard. Mr. Darrell Rickard seconded the motion which passed unanimously.

6. Administrative Matters

a. January 2021 KMPO Expenditures & Financial Report – **Action Item**

Mr. Darrell Rickard moved to accept the January 2021 Expenditures and Financial Report as presented. Mr. John Austin seconded the motion which passed unanimously.

b. 2020 Financial Audit Report Acceptance – **Action Item**

Mr. Miles reported there were no audit findings or recommendations; the memo highlighted the GASB 68 requirement.

Mr. John Austin moved to accept the 2020 Financial Audit Report as submitted. Vice Chair Rod Twete seconded the motion which passed unanimously.

c. Ruen-Yeager Huetter Corridor Right-of-Way Map Contract Request for Approval – **Action Item**

Mr. Miles commented on the Huetter Corridor project and noted the aerial photography and topography work done by Aerographic Geospatial Services last summer. The proposed contract with Ruen-Yeager would update the corridor map and include a right-of-way needs footprint and a centerline profile utilizing the new ortho photogrammetry. He noted changes that had been made to the corridor. The work is expected to be complete within four to five weeks following receipt of the Notice to Proceed.

Mr. Dick Panabaker moved to approve the Notice to Proceed and contract with Ruen-Yeager for the Huetter Corridor Right-Way-Needs map update. Mr. Jim Kackman seconded the motion which passed with one nay.

7. Other Business

Chair Borders noted there were no additional business items.

8. Public Transportation (Informational Items Provided to KMPO)

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

Ms. Amber Conklin provided the ridership report noting fixed route ridership was still down due to the pandemic but was increasing; on-time performance was average. Ring-a-Ride and Paratransit ridership was average. Due to COVID exposure among Paratransit drivers and dispatch services, the number of demand response rides this week were reduced to strictly dialysis rides; they will be back to full staff next Tuesday. Ms. Conklin provided an update on the Integrated Mobility Innovation (IMI) project noting a Community Transportation Needs Survey had been put together and will be sent out next month. An update on the status of their Federal Transit Administration (FTA) Triennial Review was provided.

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

Mr. Eirls reported a quiet month noting ridership was up from last month but down from 2020; one bus sustained damage from a deer strike. FTA has authorized them to move forward with the purchase of the two new buses. They are working with FEMA to resolve some significant wind damage to one of their buildings. The National Transit Database (NTD) and annual Drug and Alcohol Management Information System (DAMIS) Reports have been completed. Mr. Eirls noted they were working on administrative matters this month.

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

Mr. Miles noted Mr. Werner had indicated that he had voted against the approval of the Huetter Corridor contract with Ruen-Yeager but was unable to unmute his microphone prior to the vote.

Mr. Miles noted he had been in Boise last week and reported the following:

He met with the FHWA regarding the Health Corridor Study. In the event work continues, FHWA has asked that they demonstrate that all alternatives have been reviewed prior to submitting any documentation from the report.

Mr. Miles met with Andrew Mitzel, senior advisor to the Idaho Governor's Intergovernmental Affairs division, regarding the State of Idaho receiving an anticipated \$71 million in additional funding through the COVID Relief Act. As of today, approximately 12.6% is expected to go to local jurisdictions and the remainder to ITD. The Governor's Office is looking into presenting allocation recommendations to the legislature; the ITD Board is also expected to present recommendations.

Several projects, including I-90 and the Huetter Corridor, were discussed during a meeting with Damon Allen, ITD District 1 Engineer, and Dan McElhinney, ITD Chief Operations Officer. Mr. McElhinney has requested more information.

Although the Urban Balancing Meeting did not result in any project changes, the FTA announced the availability of additional 5310 funds which provides enhanced mobility for seniors and those with disabilities. Mr. Miles said he did not believe a local match would be required; he will be looking for opportunities to use those funds in our area.

10. Board Member Comments

There were no Board member comments.

11. Next Meeting – March 11, 2021

12. Adjournment

Vice Chair Twete moved to adjourn the February 11, 2021 KMPO Board meeting. Mr. Jim Kackman seconded the motion which passed unanimously.

The regular meeting was adjourned at 1:56 p.m.

Signature on File

Recording Secretary