



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
June 18, 2020 1:30 pm**

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

AMENDED AGENDA

- 1. Call to Order – Jim Kackman, Chair**
- 2. Changes to the Agenda and Declarations of Conflicts of Interest – Action Item**
- 3. Approval of May 14, 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 – May 2020
 - b. No Recommendations
- 6. Administrative Matters**
 - a. May 2020 KMPO Expenditures & Financial Report – **Action Item**
 - b. Health District Joint Funding Agreement – **Action Item**
 - c. DOWL Engineering Contract – **Action Item**
 - d. KMPO Draft 2021 Budget – **Action Item**
 - e. KMPO 2020-2026 Transportation Improvement Program (TIP) Administrative Amendment #13 Adding Funds to KN 20402 Int Pleasant View Rd & Prairie Avenue adding \$235,000 in Federal Safety Funds (local) and \$300,000 in Local Funding.
 - f. KMPO 2020-2026 Transportation Improvement Program (TIP) Administrative Amendment #14 Consolidating programmed funding into one project Key Number 20038 and adding Funds to KN 20098 \$3,200,000 for Construction.
 - g. KMPO 2020-2026 Transportation Improvement Program (TIP) Administrative Amendment #15 Increasing Funds to KN 19431 Blue Creek Bay Bridge \$250,000 for Construction and Advancing KN20048 SH-41 ADA Improvements Rathdrum from FY 21 to FY20.
- 7. Other Business**
 - a. Huetter Corridor Update
- 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.

10. Board Member Comments

11. Next Meeting – July 9, 2020

12. Adjournment

***Kootenai Metropolitan Planning Organization (KMPO) is inviting you to a scheduled Zoom KMPO Board Meeting for Thursday, June 18th 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.

LINK: <https://us02web.zoom.us/j/88446335546?pwd=bThqeXdpQUVPZ2ltVlhzSWx4aFJGQT09>

Meeting ID: 884 4633 5546

Password: 798256

One tap mobile

+12532158782,,88446335546#,,1#,798256# US (Tacoma)

+13462487799,,88446335546#,,1#,798256# 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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Meeting ID: 884 4633 5546

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MEETING MINUTES

Kootenai Metropolitan Planning Organization
Regular Board Meeting
June 18, 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
Leslie Duncan, Alternate	Kootenai County
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
Darrell Rickard	City of Rathdrum
Terry Werner	Post Falls Highway District
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
Phillip Cooper	
Samantha Daniels	
Thomas	

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 1:32 p.m. He noted there was a quorum.

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

Vice Chair Lynn Borders moved to approve the agenda. Ms. Corinne Johnson and Mr. Rod Twete seconded the motion which passed unanimously.

3. Approval of May 14, 2020 Meeting Minutes – Action Item

Mr. Rod Twete moved to approve the May 14, 2020, meeting minutes. Ms. Corinne Johnson 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 – May 2020
- b. No Recommendations

KCATT Chair Kevin Howard noted the last KCATT meeting was held on May 19th. In addition to agency updates, the Huetter Corridor updates were discussed; the committee had no recommendations before the Board. Mr. Howard noted the June KCATT meeting had been cancelled due to lack of business before the committee.

6. Administrative Matters

- a. May 2020 KMPO Expenditures & Financial Report – **Action Item**

Mr. Rod Twete moved to approve the May 2020 Expenditures and Financial Report. Vice Chair Lynn Borders seconded the motion which passed unanimously.

- b. Health District Joint Funding Agreement – **Action Item**

Ms. Ali Marienau reported on the drafting of the Health Corridor Traffic Analysis Study Joint Funding Agreement. The cost of the Study will be \$255,700; stakeholders have agreed to a 30-30-30-10 split. Mr. Miles noted the cost would be included in KMPO's FY 2020 budget and roll into the FY 2021 budget.

Vice Chair Lynn Borders moved to approve the Health District Joint Funding Agreement. Mr. Dan Gookin seconded the motion which passed unanimously.

- c. DOWL Engineering Contract – **Action Item**

Ms. Marienau reported staff had been working with DOWL to finalize the scope of work, budget, and terms of the contract. Tasks outlined in the scope of work were highlighted. If approved, a Notice to Proceed would be provided to DOWL by July 1st; final deliverables are expected April 2021. Mr. Miles noted the consultant would be doing a cost benefit analysis on the projects identified in the 2019 Health Corridor Master Plan.

Mr. Dan Gookin moved that the KMPO Board authorize the Executive Director to execute the Consultant Agreement with DOWL, Inc. for a lump sum, fixed-fee contract in the amount of \$255,700.00. Ms. Leslie Duncan seconded the motion which passed unanimously.

- d. KMPO Draft 2021 Budget – **Action Item**

Mr. Miles discussed the status of the FY 2020 budget and reviewed the FY 2021 budget which is expected be 26% higher than previous years. The increase is credited to two funded activities for the FY 2021 program year – additional funding received through the STP Urban Balancing committee to support the Early Right-of-Way Acquisition Program activities for the Huetter Corridor and current funding for the completion of the Health Corridor Study. A slight increase in medical insurance is expected and will be covered by the recommended 2% personnel cost increase. Revenues and expenditures were reviewed. Approximately \$166,000 is expected to carryover from FY 2020 to FY 2021; a cash carryover of \$80,000 is expected.

Ms. Duncan stated she would not support any raises this year due to the current situation (stemming from COVID-19) and high unemployment rate.

Mr. Dan Gookin moved to approve the FY 2021 budget as presented. Vice Chair Lynn Borders seconded the motion which passed with a voice vote.

- e. KMPO 2020-2026 Transportation Improvement Program (TIP) Administrative Amendment #13 Adding Funds to KN 20402 Int Pleasant View Rd & Prairie Avenue adding \$235,000 in Federal Safety Funds (local) and \$300,000 in Local Funding.
- f. KMPO 2020-2026 Transportation Improvement Program (TIP) Administrative Amendment #14 Consolidating programmed funding into one project Key Number 20038 and adding Funds to KN 20098 \$3,200,000 for Construction.
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Mr. Miles reviewed each of the KMPO 2020-2026 TIP Administrative Amendments #13-15. Chair Kackman explained the Amendments were addressed by staff and required no action.

7. Other Business

- a. Huetter Corridor Update

Mr. Miles noted the Board had approved the Aerographic Geospatial Services and David Evans and Associates contracts for the Huetter Corridor LiDAR, topography, and ground-truthing work during their May Board meeting; the data is expected to be received mid-July and will become part of the update to the 2009 Huetter Corridor Study. Mr. Miles explained the need for the update. A presentation on the status of the update will be provided during the August meeting.

8. Public Transportation (Informational Items Provided to KMPO)

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

Ms. Amber Conklin commented on the May transit report noting Paratransit had risen to 75% of what ridership was prior to COVID-19; the fixed route was up to 50% but had risen to 75% in the first two weeks of June. The two new Paratransit buses are expected to be received in July. They are currently working on the two new bus shelters – Seltice Way/Huetter Road and Atlas Road at the Panhandle Health District.

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

Ms. Conklin provided Mr. Alan Eirls' report noting the Tribe had received their two new buses and were preparing them for service.

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

No additional updates were reported.

10. Board Member Comments

Mr. Dan Gookin reported the City of Coeur d'Alene had recently been approached about the annexation and inclusion of a 1,000-acre development into the City of Coeur d'Alene's Comprehensive Plan; the acreage straddles the Huetter Corridor. He noted an ITD dump truck had taken out two of the City's signal heads today; ITD will pay for the replacement.

In response to an inquiry from Mr. Gookin, Mr. Miles provided an update on the status of the Local Option Vehicle Registration Fee; meetings will begin next week.

11. Next Meeting – July 9, 2020

Chair Kackman noted the FY 2021 budget had been approved; as such, the July meeting will likely be cancelled.

12. Adjournment

Mr. Rod Twete moved to adjourn the June 18, 2020 KMPO Board meeting. Mr. Dan Gookin seconded the motion which passed unanimously.

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

Recording Secretary