



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 9, 2022 1:30 pm

Post Falls City Council Chambers, Post Falls City Hall, 1st Floor
408 N. Spokane Street, Post Falls, Idaho

AGENDA

- 1. Call to Order – Lynn Borders, Chair**
- 2. Changes to the Agenda and Declarations of Conflicts of Interest – Action Item**
- 3. Approval of April 14, 2022, Meeting Minutes – Action Item**
- 4. Public Comments** (limited to non-agenda items 3 minutes)
- 5. KCATT Recap & Recommendations – Ben Weymouth**
 - a. Recap of Activities – April/May 2022
 - b. 2045 Population and Employment Forecasts Recommendation – **Action Item**
- 6. Administrative Matters**
 - a. April 2022 KMPO Expenditures – **Action Item**
 - b. May 2022 KMPO Expenditures & Financial Report – **Action Item**
 - c. KMPO Local Assessment Adjustment – **Action Item**
 - d. KMPO Draft 2023 Budget – **Action Item**
 - e. ICRMP Consent to Electronic Communications – **Action Item**
 - f. KMPO 2022-2028 Transportation Improvement Program (TIP) Amendment Requests:
 1. #10 Request to Modify the FY 2022 Program Year to Increase Funding
 2. #11 Request to Modify the FY 2022 Program Year to Increase Funding
 3. #12 Transfer of Programmed Funds in FY 2022 to Previously Awarded/Obligated FTA Project
 4. #13 Request to Modify the FY 2022 Program Year to Increase Funding
- 7. Other Business**
 - a. Regional Traffic Management Center RFP Update – **Informational**
 - b. Federal Funding Update – **Informational**
 - c. U.S. Bureau of the Census Update on Urban Area Boundary Designations - **Informational**
- 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 – Kootenai County Public Transportation Staff
 - 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 – July 14, 2022**
- 12. Adjournment**

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MEETING MINUTES

Kootenai Metropolitan Planning Organization
Regular Board Meeting
June 9, 2022
Post Falls City Council Chambers, Post Falls City Hall, 1st Floor
408 N. Spokane Street, Post Falls, Idaho

Board Members in Attendance:

| | |
|-----------------------------|---|
| Jim Kackman | Coeur d'Alene Tribe |
| Dan Gookin | City of Coeur d'Alene |
| Damon Allen | Idaho Transportation Department, District 1 |
| Ed DePriest | City of Hayden |
| Monty Montgomery, Alternate | Lakes Highway District |
| Vic Holmes | City of Rathdrum |
| Corinne Johnson | Worley Highway District |
| Jeff Tyler | Post Falls Highway District |
| Leslie Duncan | Kootenai County |

Board Members Absent:

| | |
|-----------------------|----------------------------|
| Lynn Borders, Chair | City of Post Falls |
| Rod Twete, Vice Chair | Lakes Highway District |
| Graham Christensen | East Side Highway District |

Staff Present:

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

Attendees:

| | |
|------------------|---------------------|
| Terry Werner | Citizen |
| Michael Weir | Coeur d'Alene Tribe |
| Chad Ingle | Kootenai County |
| Donna Montgomery | Citizen |
| Ben Weymouth | KCATT |

1. Call to Order – Jim Kackman, Past Chair

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

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

Mr. Vic Holmes moved to approve the agenda. Mr. Monty Montgomery seconded the motion, which passed unanimously. No conflicts of interest were declared.

Ms. Leslie Duncan arrived at 1:31 p.m.

3. Approval of April 14, 2022 Meeting Minutes – Action Item

Mr. Vic Holmes moved to approve the April 14, 2022 meeting minutes. Mr. Ed DePriest seconded the motion, which passed unanimously.

Mr. Kackman noted Chair Lynn Borders and Vice Chair Rod Twete were unable to attend today's meeting. As the most recent past chair, he was asked to chair the meeting.

4. Public Comments (limited to non-agenda items 3 minutes)

There were no public comments.

Mr. Damon Allen arrived at 1:32 p.m.

5. KCATT Recap & Recommendations – Ben Weymouth

a. Recap of Activities – April/May 2022

KCATT Chair Ben Weymouth provided an update on the April and May KCATT meetings. The committee discussed the extent of construction throughout the region, an update on the INRIX contract, and the status on the non-voting member positions. In May, the committee saw a presentation on ITD's statewide asset inventory project; the project captured video and LiDAR on state-maintained roads and ramps and some local system roadways.

Ms. Corinne Johnson arrived at 1:34 p.m.

b. 2045 Population and Employment Forecasts Recommendations – Action Item

Mr. Weymouth said, during their last meeting, KCATT was presented the 2045 population and employment forecast. The committee recommended the Board approve the forecast.

Ms. Ali Marienau noted the population and employment forecast was presented to KCATT last month; it is before the Board as a KCATT recommendation for adoption. The data will be used to update the forecast models, the Metropolitan Transportation Plan (MTP) and other planning documents. The process is intended to determine a reasonable growth rate out to 2045. A rolling average method was used in the past and will be used again. Census data over the past 30 years (1990-2020) was used to calculate the rolling average; annual growth rates between 2.3% and 2.9% were identified. Once the control totals are adopted, the jurisdictions will have the opportunity to hand-place 30% of the projected forecasts in those areas where they anticipate growth. Staff will continue to work with KCATT in using the Census blocks to determine the updated Traffic Analysis Zones (TAZs). Housing (occupied/vacant) are included in the Census data; there are high vacancy rates in some areas of the unincorporated county. Discussions with KCATT included the high housing vacancy rates and the drop in forecasted population in the unincorporated areas beginning in 2030 – a drop in population for the highway districts. The population estimates will be used as the control totals for the county for forecast years; significant increase in population is expected over the next 25 years with the total population expected to reach 319,404 by 2045. The method will be used to calculate the anticipated population forecasts for the interim model years, 2025, 2030, 2035, 2040, and 2045.

Regarding the employment projections, Sam Wolkenhauer of the Idaho Department of Labor (DOL) has reported an average annual employment rate of 2.8% from 2011 to 2021 but feels this is overly optimistic moving forward. Kootenai County currently has three times more jobs available than unemployed persons; factors contributing to the imbalance include the regional demographics – a high number of retirees and remote workers, the current housing market, and the lack of childcare. The issue is compounded by the draw of local service sector employees to Spokane County where there is greater economic diversity and higher wages with benefits; the Census Bureau provides some data on those commuting over state lines for employment. The Coeur d'Alene Economic Development Corporation (EDC) is aware of the DOL's outlook and have faced the same challenges. The DOL expects strong employment growth in the service sector and healthcare fields to continue. Mr. Wolkenhauer's estimate for employment growth, particularly over the next ten years, is 1 to 1.4%. KMPO recommends using 1.4% for the employment growth rate and will be using the DOL's 2019 Quarter 2 (Q2) employment data which reports 63,290 employees. With a 1.4% annual growth rate, there is expected to be 90,489 employees by 2045. KCATT is recommending the adoption of the control totals for the forecasts.

Once adopted, restructuring of the TAZs and hand-placement of the 30% population forecast will be completed, the matter will be brought back before the Board for approval.

Mr. Miles commented on the Bureau of Economic Analysis website, <https://idaho.reaproject.org>. He reviewed a November 2021 analysis for per capita income in Kootenai County, noting, in 1969, 73% came from earned income. By 2020, that amount had dropped to 55.1% with the balance of income coming from transfer payments (24.4%) and property income (20.5%). Along with the structural economics, the number of available employees has changed. Areas that have experienced similar shifts include Sun Valley, Idaho; Tahoe, California; and Aspen and Boulder, Colorado. Mr. Miles said the income differential between Kootenai and Spokane Counties draws service sector employees to Spokane for higher wages and benefits; Idaho communities experiencing the same issue include Moscow (Pullman, Washington), Lewiston (Clarkston, Washington), and Nampa-Caldwell (Oregon).

Mr. Gookin asked, as policy makers, if there was anything they could do.

Mr. Miles explained that employers will need to entice employees with a living wage that will encourage people to move – and work in this area. Despite the economic structural issue, Mr. Miles said he does expect the population to increase over the next 25 years.

Mr. DePriest noted the continued expectation of growth, retirees and those moving here – not working here but commuting across the state line for a higher wage.

Mr. Jeff Tyler moved that the Board adopt the 2020 – 2045 countywide control totals for the population and employment forecasts. Mr. Vic Holmes seconded the motion, which passed unanimously.

6. Administrative Matters

a. April 2022 KMPO Expenditures – Action Item

Mr. Vic Holmes moved that the Board meet their financial obligations and liabilities for April 2022. Ms. Corinne Johnson seconded the motion, which passed unanimously.

b. May 2022 KMPO Expenditures & Financial Report – Action Item

Mr. Vic Holmes moved that the Board meet their financial obligations and liabilities for May 2022. Ms. Leslie Duncan seconded the motion, which passed unanimously.

c. KMPO Local Assessment Adjustment – Action Item

Mr. Miles explained the local assessment is based on population; the last increase was done in 2011 and based on the 2010 Census. At that time, the Board established an assessment rate of .225562 and, due to the lack of accurate data between decennial Census years, decided the assessment would be adjusted following the publication of a decennial Census. The memo included a chart outlining the 2020 population by jurisdiction and a comparison of the 2010 and 2020 assessments; ITD's assessment is based on estimated regional and through trips – not population. The total assessment rate increased from \$37,382 to \$54,721; Kootenai County and the City of Coeur d'Alene had the greatest increases. Mr. Miles explained KMPO's annual local dues is used as the local matching for federal grants.

Mr. Ed DePriest moved to approve the local assessment adjustment. Mr. Monty Montgomery seconded the motion, which passed unanimously.

d. KMPO Draft 2023 Budget – Action Item

Mr. Miles reviewed the draft 2023 budget, revenue forecast, major grant activities, and items approved for funding through federal aid funds. He commented on the proposed three percent

Cost of Living Adjustment and said he may bring the adjustment back to the Board once the local jurisdictions have set their amount. Budget increases are also expected for medical insurance. As the office lease is up for renewal, he anticipates the rental rate to go up; the office space may be placed on the market. Mr. Miles commented on the contractual service agreement with INRIX and anticipates a consulting firm to be awarded the contract for the Traffic Management Center Facilities and Operations Plan. The overall 2023 expenditure budget is \$995,671; approximately \$50,000 is unobligated. He noted an 85% decrease in unemployment insurance. The budget is typically before the Board during their July meeting.

Mr. Kackman noted this was the first time the Board had reviewed the draft budget. Ms. Corinne Johnson recommended deferring the matter; Mr. Gookin concurred.

e. **ICRMP Consent to Electronic Communications – Action Item**

Mr. Miles reported that the Idaho Counties Risk Management Program (ICRMP) had sent KMPO a Consent to Electronic Communications request. The change will increase efficiency in communication; a request to return to communication via USPS can be done by providing one month's notice. The agenda item requires the Board's approval.

Ms. Leslie Duncan moved to approve the consent to electronic communications for ICRMP. Mr. Ed DePriest seconded the motion, which passed unanimously.

- f. KMPO 2022-2028 Transportation Improvement Program (TIP) Amendment Requests:
1. #10 Request to Modify the FY 2022 Program Year to Increase Funding
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 4. #13 Request to Modify the FY 2022 Program Year to Increase Funding

Mr. Miles commented on various funding streams and explained that a large number of administrative amendments are related to a change in funding revenues and/or the change of a project year within the Transportation Improvement Program (TIP). There are nearly \$350 million worth of projects in this year's program. Administrative amendments do not change the design, concept, or scope of a project. Mr. DePriest commented on the current inflation rates and increasing project costs and questioned how it impacts programmed projects. Mr. Allen and Mr. Miles both provided input, explaining the bidding process, contract contingencies, obligated funding, and how projects within the program are handled when impacted by increased costs. As administrative amendments, no action was required.

7. Other Business

a. **Regional Traffic Management Center RFP Update – Informational**

Mr. Miles said, in May, the Regional Traffic Management Center Request for Proposal (RFP) for the Regional Traffic Management Center Facilities and Operations Plan was advertised in the Coeur d'Alene Press and Seattle Times; proposals are due June 20th. The scoring committee will include five KCATT members. He commented on the RFP being a two-part proposal – the scope/narrative and a sealed envelope containing the cost by task to complete the proposed work. The request for cost by task had been brought into question; however, as a planning study, it is permitted. The matter will be before the Board in July.

b. **Federal Funding Update – Informational**

Mr. Miles noted he serves on the Board of Directors for the Coalition for America's Gateways and Trade Corridors (CAGTC); the group's interest is transportation. In May, Pierce Homer, Director of Transportation for Moffatt & Nichol, gave a presentation to the Coalition, Is Inflation Eroding the

Bipartisan Infrastructure Law. Mr. Miles shared the presentation with the KMPO Board and discussed the 2022-2026 \$500 plus billion Bipartisan Infrastructure Law. Highway construction price changes from 2021 to 2022 and current grant programs were highlighted. He explained there were consequences attached to some of the current grant policies, noting a significant delay in processes. US DOT officials are attempting to streamline the grant and permitting process. Mr. Miles commented on the Federal Highway Administration's (FHWA) Railway-Highway Crossings (Section 130) Program which provides funding for the elimination of hazards at railway crossings. With Union Pacific and Burlington Northern Railways passing through this region, Mr. Miles felt there would be a lot of funding opportunities to address regional rail/highway crossings.

c. US Bureau of the Census Update on Urban Area Boundary Designations – **Informational**

Mr. Miles noted the Bureau of the Census had initially indicated that they would be publishing the new designated urban area maps in August of 2022; they are now reporting it will be sometime this fall. He explained the importance of the designation, noting the likelihood of urban and rural pockets and how it will impact the funding of projects in crossover locations. Once projects are programmed, they cannot be impacted by the variable designation; the Prairie Road – Meyer Road to SH-41 project was cited as an example. The designation could impact a few MPOs in Idaho.

8. Public Transportation (Informational Items Provided to KMPO)

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a. Kootenai County Transit Report – Kootenai County Public Transportation Staff

Mr. Chad Ingle provided an update on the fixed route and Paratransit ridership. While the fixed route is up 30 percent over this month last year, Paratransit has seen a five percent decrease, largely due to conditional Paratransit qualifications. An update on the bus stop improvements at Seltice Way/Huetter Road and Atlas Road near Panhandle Health were provided; substantial completion of the entire project is expected in the September timeframe. The bid opening for Riverstone Phase 2 was on May 3rd; the Notice of Award and anticipated contract execution is scheduled for June 14th. Mr. Ingle noted they would be meeting with Mr. Miles and Avista next Monday to discuss the electric vehicle (EV) charging stations for Phase 2. The RFP for Paratransit services was received and reviewed on May 9th; they are awaiting responses for clarification. A status update for the fixed route and Paratransit bus procurements was provided. The Strategic Service Plan is being finalized; once complete, it will be presented to the jurisdictions, KCATT and the KMPO Board. The Program of Projects (POP) has gone through the public review process and had no public comments; it has been approved by the Board of County Commissioners.

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

Mr. Ingle explained Mr. Eirls was not in attendance as the Tribe continues to deal with driver shortages. Mr. Eirls currently has one driver in training and a couple of new applications to review and process. They have had a couple of deer strikes causing minimal damage. With the increase in fuel costs, increase in ridership is expected to continue.

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

Mr. Miles commented that the Director's Report stands as provided but wanted to let them know that the ITD Subcommittee on Policies and ITD Board will be meeting in Boise next week. The Subcommittee will be discussing the allocation of federal aid funds to local areas. Mr. Miles was asked to attend on behalf of the MPOs; they have been working with the ITD Board and the

executive management team for some time. With the new bipartisan infrastructure law language, a change in allocation is expected.

10. Board Member Comments

Mr. DePriest questioned the status of the Huetter Corridor, noting the City of Hayden had delayed a zone code text amendment for those properties along the corridor until they receive a “definite provision” to move forward. He commented that the corridor project should be a slow deliberative process to in order to ensure the best interest of the people and communities involved.

Mr. Allen commented that the consultant is on board and just getting started. They will be studying the corridor, alternatives, and taking public comment for quite some time; their work should not stop the cities from moving forward. The existing corridor is still an alternative; however, other elements will also be studied to ensure they avail themselves in the process.

Mr. Miles said, he believed, ITD indicating that they would be looking at alternatives has made the jurisdictions question whether ITD intends to adopt KMPO’s adopted alignment; Mr. DePriest confirmed this. Mr. Miles explained that KMPO had a lengthy and deliberative process, which included public involvement. He said, from his perspective, there are no alternatives until the roadway is north of Lancaster Road. It then becomes a question of how to integrate SH-53 in the overall discussion.

Mr. Allen said that it has become apparent to ITD that they also need to study SH-53; they will likely do that in concert with the US-95 Alternative Route Huetter Bypass Study.

11. Next Meeting – July 14, 2022

12. Adjournment

Ms. Leslie Duncan moved to adjourn the June 9, 2022 KMPO Board meeting. Mr. Ed DePriest seconded the motion, which passed unanimously.

The regular meeting was adjourned at 2:52 p.m.

Signature on File
Recording Secretary