



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**

**July 14, 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 June 9, 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 – June 2022
  - b. KCATT Non-Voting Member Appointment (2022-2024) Recommendation – **Action Item**
- 6. Administrative Matters**
  - a. June 2022 KMPO Expenditures & Financial Report – **Action Item**
  - b. KMPO Draft 2023 Budget and 2022 Update – **Action Item**
  - c. KMPO 2022-2028 Transportation Improvement Program (TIP) Amendment Requests:
    1. #14 Request to Modify the FY 2022 Program Year to Increase Funding
    2. #15 Request to Modify the FY 2022 Program Year to Increase Funding
    3. #16 Request to Modify the FY 2022 Program Year to Increase Funding
- 7. Other Business**
  - a. Regional Traffic Management Center Facilities and Operations Plan – **Action Item**
  - b. FY 2023-2029 Transportation Improvement Program List of Projects - **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 – August 11, 2022**
- 12. Adjournment**

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.

**MEETING MINUTES**

Kootenai Metropolitan Planning Organization  
Regular Board Meeting  
July 14, 2022  
Post Falls City Council Chambers, Post Falls City Hall, 1<sup>st</sup> Floor  
408 N. Spokane Street, Post Falls, Idaho

Board Members in Attendance:

Lynn Borders, Chair	City of Post Falls
Rod Twete, Vice Chair	Lakes Highway District
Ed DePriest	City of Hayden
Vic Holmes	City of Rathdrum
Corinne Johnson	Worley Highway District
David Russell, Alternate	Post Falls Highway District
Leslie Duncan	Kootenai County

Board Members Absent:

Dan Gookin	City of Coeur d'Alene
Damon Allen	Idaho Transportation Department, District 1
Jim Kackman	Coeur d'Alene Tribe
Jeff Tyler	Post Falls Highway District
Graham Christensen	East Side Highway District

Staff Present:

Glenn Miles	Executive Director
Kelly Lund	Executive Secretary

Attendees:

Chad Ingle	Kootenai County
Ben Weymouth	KCATT

**1. Call to Order – Lynn Borders, Chair**

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

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

There were no changes to the agenda or conflicts of interest declared.

**3. Approval of June 9, 2022 Meeting Minutes – Action Item**

**Ms. Leslie Duncan moved to approve the meeting minutes of June 9, 2022. Mr. Vic Holmes 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 – Ben Weymouth**

a. Recap of Activities – June 2022

KCATT Chair Ben Weymouth provided an update on the June KCATT meeting. The committee discussed project updates and addressed the one KCATT non-voting member application. The scoring committee was reminded that the scoring sheets for the Regional Traffic Management Center Facilities and Operations Plan proposals were due that afternoon.

Ms. Corinne Johnson arrived at 1:32 p.m.

b. KCATT Non-Voting Member Appointment (2022-2024) Recommendation – **Action Item**

Mr. Weymouth stated KCATT recommended the KMPO Board appoint Mike Fuller as the non-voting representative for bicycle/pedestrian transportation interest. If appointed by the Board, Mr. Fuller will continue to serve on KCATT in that role.

**Mr. Ed DePriest moved to appoint Mike Fuller as the bicycle/pedestrian KCATT non-voting member. Ms. Leslie Duncan second the motion which passed unanimously.**

## **6. Administrative Matters**

a. June 2022 KMPO Expenditures & Financial Report – **Action Item**

**Mr. Vic Holmes moved that the Board meet their liabilities and expenses for June 2022. Vice Chair Rod Twete seconded the motion, which passed unanimously.**

b. KMPO Draft 2023 Budget and 2022 Update – **Action Item**

Mr. Miles noted the draft 2023 budget was reviewed by the KMPO Board last month; based on that, there were no substantive changes. After receiving a phone call and learning how the local jurisdictions addressed the cost-of-living adjustment, he is proposing an increase from three to six percent to fall in line with the local jurisdictions. An adjustment of approximately \$90,000 between revenue forecast and the expenditure budget had been made.

Ms. Duncan commented that she supported the change to the budget.

**Vice Chair Rod Twete moved to approve the FY 2023 Budget. Ms. Leslie Duncan seconded the motion, which passed unanimously.**

c. KMPO 2022-2028 Transportation Improvement Program (TIP) Amendment Requests:

1. #14 Request to Modify the FY 2022 Program Year to Increase Funding
2. #15 Request to Modify the FY 2022 Program Year to Increase Funding
3. #16 Request to Modify the FY 2022 Program Year to Increase Funding

Mr. Miles reviewed the amendments and funding increases; no action was required.

## **7. Other Business**

a. Regional Traffic Management Center Facilities and Operations Plan – **Action Item**

Mr. Miles noted the Board had authorized a Request for Proposal (RFP) for the development of the Regional Traffic Management Center Facilities and Operations Plan in April. The plan is required by federal statute to receive federal aid funds for construction and operating assistance; site location, facilities, structure type, operations, and high-resolution costs will be included. The RFP was advertised in the Coeur d'Alene Press and the Seattle Times. Two consulting firms submitted proposals, Kimley-Horn, in association with DKS, and Iteris, Inc., in association with Parametrix. A six-member review group, consisting of three jurisdictions, two highway districts, and an ITD representative, independently reviewed and scored the proposals; results were submitted and tallied by Mr. Miles. He discussed the results with the Board and noted, for cost benefit purposes, the RFP required the submission of a separate sealed envelope outlining the proposed cost by task to complete; a 90-day lock-in period began once the proposal was submitted. The sealed envelopes were opened and revealed a \$90,000 cost difference between the proposals. The firm that was ranked number one, also had the lowest cost of \$414,000. Mr. Miles noted that the anticipated cost of the Plan was \$400,000. The selection committee recommended moving forward and negotiating a contract with Iteris; he believed the contract

could be negotiated down to \$400,000. As the funds are currently under a grant award, the project could begin once the contract is negotiated and approved by the Board. The recommendation is that the Board provide the authority to negotiate the contract with Iteris.

Ms. Duncan questioned when the 90-day window expired and said she preferred the Board be given an opportunity to tour the Spokane Regional Transportation Management Center (SRTMC) prior to the negotiating process; approval to negotiate could be given at the August meeting.

Mr. Miles said he believed the 90-day window would expire September 20<sup>th</sup> and explained that he was only seeking approval to negotiate a contract; the final contract is expected to be before the KMPO Board during their September meeting. A tour of the SRTMC could be arranged.

**Mr. Holmes moved to give Mr. Miles authority to negotiate a contract with Iteris. Vice Chair Twete seconded the motion.**

Mr. David Russell noted he was representing his fellow commissioner, Jeff Tyler, and wanted to express the position that he believed Mr. Tyler would also want to see the Spokane facility. He asked Mr. Miles to explain the difference between the facility in Spokane and the one being considered for Kootenai County, for the record.

Mr. Miles explained that the SRTMC is housed in the Spokane Intermodal Center, a shared use site. The Kootenai County facility would not be housed in a shared-use site. From an operator's standpoint, in terms of functionality, the Board will essentially see the same thing.

Mr. DePriest commented that he did not see a problem with the negotiating process – if they are engaging in non-binding negotiations. It will be necessary for the Board to approve the contract. He felt it was a good idea to tour the SRTMC prior to making the final decision.

Mr. Twete concurred with Mr. DePriest.

Ms. Duncan said she would not be opposed to entering into negotiations, provided the tour is taken prior to the September meeting. She asked to amend/add to the motion and second, to include, with the understanding that a tour take place before they approve the contract.

Mr. Miles had no issue with her request. Chair Borders remarked that the additional language would be a given when the contract is before the Board.

**The motion passed unanimously.**

Mr. Miles said he would contact the SRTMC and schedule a date and time to tour the facility – doing his best to ensure those who are interested are able to attend.

b. FY 2023-2029 Transportation Improvement Program List of Projects – **Informational**

Mr. Miles noted that the draft Transportation Improvement Program (TIP) is typically brought before the KMPO Board in August or September. The heart of the program focuses on the list outlining the transportation projects planned in Kootenai County between 2023 and 2029, a cost of approximately \$325 to \$400 million. Mr. Miles said, in terms of programming projects, this has been the most fluid time he has seen in eight or nine years, noting over 21 amendments in 2021 and already 17 in the current program. With the availability of funds, he does not expect the program to look the same in six months. The I-90/SH-41 interchange and I-90 widening projects are the two largest projects in the program. In response to a question from Ms. Duncan, Mr. Miles explained how TIP projects are vetted through various agencies – KMPO, ITD and the Local Highway Technical Assistance Council (LHTAC).

Mr. Russell noted the I-90 widening project would impact the Post Falls Highway District; he questioned the extent of the impact in the vicinity of Huetter Road.

**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

Mr. Chad Ingle provided an update on the fixed route and Paratransit ridership. The Ring-a-Ride program is up 27 percent this fiscal year. He provided an update on the bus stop improvement projects at Huetter Road/Seltice Way and on Atlas Road near Panhandle Health. On Monday, Idaho Stage Construction broke ground on Phase 2 of the Riverstone Transit Center; they have five months to complete the project and are already ahead of schedule. Mr. Ingle provided an update on bus procurements and the Request for Proposals for Paratransit services. They are still finalizing the draft report for the Strategic Service Plan; once complete, they will be presenting it to the jurisdictions, KCATT and the KMPO Board.

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

Mr. Ingle said, due to driver shortages, Mr. Eirls was not able to make it to the Board meeting once again. Mr. Eirls reported they had one new driver and a few more working through the process. Things are going well; there were no maintenance issues to report.

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

Mr. Miles noted plans for Phase 2 of the Riverstone Transit Center included future electric vehicle (EV) charging stations; however, the contract did not include funding to pre-plumb the stations. After receiving a change order request, he was able to obtain \$9,186 for the installation of conduit; the request is being processed by the Federal Transit Administration today. Funding for charging stations at the Transit Center may be available through the National Electric Vehicle Initiative; the State of Idaho is expected to receive approximately \$10 million a year.

Ms. Jody Bieze advised him that the Spokane Transit Authority (STA) Vanpool had contacted her seeking permission to overnight their vans at the Riverstone Transit Center; the van(s) are currently being parked at Lowes. Mr. Miles said the request is consistent with park and ride lots and felt it was a great use of the property as it will be serving Kootenai County residents using a vanpool. He told Ms. Bieze that he would update the Board and let them know that this is not activity by STA but simply the overnight parking of vanpool vehicle(s).

Vice Chair Twete expressed concerns that the accommodation would generate traffic and create parking issues at the Transit Center. Mr. Miles explained that it would be just once a day. He noted there was plenty of parking capacity and said, typically, a driver will get the van and go pick up the other riders; not everyone shows up at the rideshare site.

There is an ongoing dialogue between the ITD Board and their executive management team regarding the new funding that will be available through the Surface Transportation Block Grant (STBG) program. ITD Board Policy 4028, Allocation of Federal Formula Highway Apportionments to Local Public Agencies, describes how ITD will allocate funds to local areas. The MPOs were asked to provide a letter outlining their recommendation to the ITD Board – which is using the apportionment table as passed by Congress. The apportionment recognizes geographic areas – urban areas with populations over 200,000, 50,000 to 200,000, 5,000 to 49,999 and rural areas with populations less than 5,000. Mr. Miles explained that ITD's current policy does not recognize geographic divisions. The Policy provides 12.6 percent of the estimated \$100 million in STBG funding to the MPOs and rural areas. While half of the funds go to rural areas, \$10 to \$11 million will go to the Boise Transportation Management Area (TMA); the remainder will be split between the MPOs. Following is a comparison of the two funding allocations:

<b>Area</b>	<b>Federal Law</b>	<b>ITD Draft Policy 4028</b>
Boise Traffic Management Area (TMA) Population greater 200,000	\$11 million	\$11.3 million
MPO/Urban areas Populations of 50,000 – 200,000	\$13.9 million	\$9.5 million
Urban areas Populations of 5,000 – 49,999	\$7.9 million	\$5.4 million
Rural areas Populations less than 5,000	\$16.6 million	\$22.5 million

Mr. Miles commented on the net effect and said, although ITD can retain the funding, by law, it must be used in the designated geographic areas; while \$25 million represents 55 percent of the funds available for the urbanized areas, an additional 45 percent can go anywhere in the state at the discretion of ITD. This would require coordination and agreement on how these projects would be selected; however, ITD does not have a policy for engaging the local jurisdictions or the MPOs. The ITD Subcommittee on Policies' draft recommendation is to follow the ITD recommendation. A letter stating the MPO's position was sent to the ITD Board but had not been seen by at least three of the Board members. Some of the MPOs have contacted their ITD Board member expressing their concern saying, they do not believe ITD's recommendation is appropriate. KMPO's continued recommendation is to follow the apportionment tables passed by Congress. With the Board's concurrence, Mr. Miles would like to ask the ITD District 1 Board representative to meet with the KMPO Board chair and vice chair to discuss this policy.

Ms. Leslie Duncan stated that it made sense for Mr. Miles and the KMPO Board chair and vice chair to meet with the ITD District 1 representative. No action by the Board is required.

Mr. Miles had recently received an email informing him about a blog that states the Traffic Management Center (TMC) is being developed to spy on people. From a traffic management perspective, he assured the Board that the focus of a TMC is to keep traffic moving. It does not take the place of 911; does not record anything; and operators are too busy to wonder where people are going or what they are doing. He noted the value of having a traffic management center is the ability to respond as quickly as possible to a wide variety of incidents on our area's roadways to keep them as safe and efficient as possible.

## **10. Board Member Comments**

There were no Board member comments provided.

## **11. Next Meeting – August 11, 2022**

## **12. Adjournment**

**Vice Chair Rod Twete moved to adjourn the July 14, 2022 KMPO Board meeting. Mr. Ed DePriest seconded the motion, which passed unanimously.**

The regular meeting was adjourned at 2:08 p.m.

Signature on File  
Recording Secretary