



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

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Cooperatively Developing a Transportation System for all of Kootenai County, Idaho

**KMPO Board Meeting**  
**December 8, 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 November 10, 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 – November 2022
  - b. No Recommendations
- 6. Administrative Matters**
  - a. November 2022 KMPO Expenditures & Financial Report – **Action Item**
  - b. Election of 2023 Officers – **Action Item**
  - c. KMPO 2022-2028 Transportation Improvement Program (TIP) Amendment Requests:
    1. #25 Request to Increase Funding into FY 2023 Program Year
- 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 – 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 – January 12, 2023**
- 12. Adjournment**

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## MEETING MINUTES

Kootenai Metropolitan Planning Organization  
Regular Board Meeting  
December 8, 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
Dan Gookin	City of Coeur d'Alene
Damon Allen	Idaho Transportation Department, District 1
Jim Kackman	Coeur d'Alene Tribe
Monty Montgomery, Alternate	Lakes Highway District
Vic Holmes	City of Rathdrum
Graham Christensen	East Side Highway District
Jeff Tyler	Post Falls Highway District
Leslie Duncan	Kootenai County

### Board Members Absent:

Ed DePriest	City of Hayden
Rod Twete, Vice Chair	Lakes Highway District
Corinne Johnson	Worley Highway District

### Staff Present:

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

### Attendees:

Chad Ingle	Kootenai County
Donna Montgomery	Citizen
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**

Chair Borders noted there were no changes to the agenda or conflicts of interests declared.

### **3. Approval of November 10, 2022 Meeting Minutes – Action Item**

**Mr. Vic Holmes moved to approve the meeting minutes of November 10, 2022. Ms. Leslie Duncan 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 – November 2022
- b. No Recommendations

KCATT Chair Ben Weymouth noted the committee met in November; he was not in attendance.

Discussions centered around winter maintenance and construction projects planned for next year. A significant discussion focused on broadband expansion, the considerable amount of federal money that will be flowing into that industry, and how the expansion will impact jurisdictional right-of-way. As such, each jurisdiction was encouraged to position themselves, to the extent that they are able, prior to the influx of funding and utilities. [The workshop, Broadband and Wireless Infrastructure, was presented by Rob Beachler, ITD's Broadband Program Manager. He discussed the importance and urgency of local jurisdictions creating a wireless communication zoning ordinance and defining how they will accommodate these facilities within their rights-of-way.]

## **6. Administrative Matters**

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

**Mr. Vic Holmes moved to meet the financial obligations for the month of November 2022. Mr. Jim Kackman seconded the motion, which passed unanimously.**

- b. Election of 2023 Officers

Chair Borders opened nominations for the KMPO Board chair position.

**Mr. Dan Gookin nominated Vice Chair Rod Twete to serve as the KMPO Board chair. Ms. Leslie Duncan seconded the motion, which passed unanimously.**

Chair Borders opened nominations for the KMPO Board vice chair position.

**Mr. Jeff Tyler nominated Mr. Graham Christiansen to serve as the KMPO Board vice chair. Ms. Leslie Duncan seconded the motion.**

Mr. Holmes noted, that in the past, the Board would nominate a city/county and highway district representative to serve concurrently in the chair and vice chair positions.

Mr. Miles said, although the practice is not in the bylaws, Mr. Holmes was correct. The Board has historically used that approach when filling the chair and vice chair positions; it is at the Board's discretion.

Chair Borders commented that with the standing nominations, and no objection from the Board, the upcoming chair and vice chair positions would be filled by two highway district representatives.

**The nomination passed unanimously.**

- c. KMPO 2022-2028 Transportation Improvement Program (TIP) Amendment Requests:
  1. #25 Request to Increase Funding into FY 2023 Program Year

Mr. Miles commented on the 2022-2028 Transportation Improvement Program Amendment #25, which provided an additional \$300,000 in safety funds for utility relocations on the SH-53 – Hauser Lake to Bruss Road project; as an administrative amendment, no action is required.

## **7. Other Business**

There was no business to discuss under this agenda item.

**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 overview of the ridership for the fixed route, Paratransit and Ring-a-Ride services. JUB is continuing work on the engineering for the bus stop improvements at Huetter Road/Seltice Way and Atlas Road near Panhandle Health. He provided an update on Phase 2 of the Riverstone Transit Center; the entire project is expected to be complete in April. Regarding the RFP for Paratransit services, they are working to finalize a contract with MV Transportation, which is currently month-to-month. Mr. Ingle commented on the fixed route bus procurements, noting two had been received; the third bus is expected to be delivered this week. Due to supply chain issues and available options, two Paratransit buses have been purchased through Northwest Bus Sales; delivery is expected during the first quarter of 2023.

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

Mr. Ingle provided the rural transit report. Mr. Eirls was unable to attend as he was filling in for a bus driver and apologized for his absence. Mr. Ingle reported damage to three buses, citing two elk strikes and a careless driver; the buses are expected to be back in service within the next couple of weeks. Ridership last month was down from November of last year.

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

As discussed previously, Mr. Miles noted the ITD Board had been working on Board Policy 4028 related to the allocation of federal formula highway apportionments between ITD, the Metropolitan Planning Organizations (MPO), the Boise Transportation Management Area (TMA), and the smaller jurisdictions throughout the state. A draft of the Policy was presented to the ITD Board and discussed last month; the Policy is expected to be presented as an action item in December or January. The MPO directors have drafted a letter indicating that the Policy does not appear to meet the "fair and equitable standard." He provided a history of the Policy, which was established in 1991 and allocated just 12.6 percent of the funds to local jurisdictions –split equally between rural and urban areas. The Policy does not recognize the shift in population from rural to urban areas. Mr. Miles said the MPOs have asked the ITD Board to take this into consideration prior to taking action on the Policy.

The financial audit is nearing completion. Due to changes in the audit requirements, three new items were addressed: the identification of KMPO's commercial lending rate, which was determined to be 5.75 percent by Washington Trust Bank; the recognition of revenue; and the potential for management override of the books. The audit is expected to be complete next week and will be before the Board in January.

Mr. Miles provided an update on the progress of the Traffic Management Center, noting the consideration of two ITD-owned site locations: south of Cracker Barrel, adjacent to I-90 and on the southwest corner of the ITD 'pit site" at Ramsey Road and Marie Avenue. Due to the level of anticipated development and activity at the 39-acre "pit site," the proposed location was moved from the southwest corner to the southeast corner; Iteris has been notified and asked to make the necessary adjustments.

**10. Board Member Comments**

Mr. Gookin wished everyone a Merry Christmas.

Ms. Duncan wished everyone a Happy New Year.

**11. Next Meeting – January 12, 2023**

**12. Adjournment**

**Mr. Vic Holmes moved to adjourn the December 8, 2022 KMPO Board meeting. Mr. Jim Kackman seconded the motion, which passed unanimously.**

As the meeting was adjourning, Mr. Miles thanked Chair Lynn Borders for his years of service as chair and vice chair, commenting that it was a pleasure working with him.

Chair Borders commented that he appreciated the opportunity to serve.

The regular meeting was adjourned at 1:45 p.m.

Signature on File  
Recording Secretary