



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

KCATT MEETING AGENDA

December 20, 2022 - 8:00 AM

Idaho Transportation Department District One Headquarters
600 W. Prairie Avenue, Coeur d'Alene, Idaho 83815

1. Call to Order
2. Welcome/Introductions
3. Approval of November 22, 2022, Meeting Minutes – **Action Item**
4. Public Comments (limited to non-agenda items 3 minutes)
5. Member Project, Transit & Utility Updates
6. Planning Updates
7. Idaho Transportation Board Update
8. Current Business
 - a. Election of 2022 KCATT Chair and Vice Chair – **Action Item**
 - b. Regional Traffic Management Center Facilities and Operations Plan Update – Iteris, Jennifer Emerson-Martin
9. Upcoming KMPO Board Items
10. Other Business
 - a. KCATT Member Items
11. Next Meeting – January 24, 2023
12. Adjournment

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KCATT MEETING MINUTES

for

December 20, 2022

Idaho Transportation Department District One Headquarters
600 W. Prairie Avenue, Coeur d’Alene, Idaho 83815

Call to Order:

Chair Ben Weymouth called the meeting to order at 8:08 a.m. and welcomed attendees.

Welcome / Introductions

Ben Weymouth, Chair	East Side Highway District
Kevin Jump, Vice Chair	City of Rathdrum
Chris Bosley	City of Coeur d’Alene
Eric Shanley	Lakes Highway District
Marvin Fenn	Idaho Transportation Department
Rob Beachler	Idaho Transportation Department
Michael Fuller	Community Member, Bike/Ped

KMPO Staff

Glenn Miles	Executive Director
Ali Marienau	Transportation Planner

Alternates and Guests

Chad Ingle	Kootenai County
Hannah Doyle	JUB
Jennifer Emerson-Martin	Iteris

3. Approval of November 22, 2022 Meeting Minutes – Action Item

Eric Shanley moved to approve the November 22, 2022 minutes as submitted. Kevin Jump seconded the motion, which passed unanimously.

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

There were no public comments provided.

5. Member Project, Transit & Utility Updates

Michael Fuller, Bike/Ped – Community Member, noted that he lived in the Post Falls Highway District and commented that they do an excellent job clearing snow from their roadways. The City of Coeur d’Alene is working on a sidewalk program and will be holding a workshop with city council highlighting the importance of sidewalks. Citing the impact to those less fortunate, Mr. Fuller commented that it is the responsibility of the homeowner to shovel snow from their sidewalks; this is a code and enforcement issue.

Rob Beachler, Idaho Transportation Department, provided an update on the I-90 and SH-41 interchange project, noting work would continue through the winter as weather permits. The SH-53 – Latah Street to Rathdrum project is expected to go out for bid on January 31st. Bid opening for the SH-53 and Ramsey Road intersection project was held December 13th; construction will begin in the spring. The bid opening for the US-95 project, Interchange 430 to Lacrosse Avenue and Spokane River Bridge, will be held today. The US-95 – Sanders Road to Kidd Island Bay Road sealcoat project will go out to bid in February.

Marvin Fenn, Idaho Transportation Department, reported on efforts to stabilize oil seeping from a piece of equipment that had fallen into Coeur d’Alene Lake more than 30 years ago.

Emergency procurement has been dispatched to the Higgins Point site; work is expected to continue into January.

Eric Shanley, Lakes Highway District, reported on their federal aid project, the Old Highway 95/Union Pacific Railroad bridge realignment. The project has been on hold for several months awaiting ITD's approval of a functional classification change that was requested by Lakes Highway District's Board of Commissioners and KMPO. Mr. Shanley said he understood ITD planned to hold the request until this summer when other requests were expected. He has emailed ITD regarding the request but has not received a response.

Mr. Beachler noted it was an ITD Board agenda item and commented on the process.

Mr. Miles remarked that there was no reason for ITD to hold one request pending the statewide Functional Classification update; that is not how the process works.

Chris Bosley, City of Coeur d'Alene, noted their rectangular rapid flashing beacon project, a safety project, had been turned into LHTAC; they will be going to bid. He commented on the status of the city's sidewalk project, which is funded by the Federal Transit Administration (FTA).

Vice Chair Kevin Jump, City of Rathdrum, reported the city council approved their Transportation Master Plan last week. A small committee will be meeting to discuss the Boekel Road/Meyer Road roundabout project that will begin this spring. Although the city is not currently issuing any right-of-way permits, they are continuing to receive requests. The level of service and operational capacity has increased significantly since the installation of the traffic signal at the SH-53 and Meyer Road intersection; the city turned the signal over to ITD last week and was happy to have partnered with ITD on the project. They are wrapping up the design of a section of pathway on the west side of Meyer Road, between Boekel Road and Nagel Avenue; they hope to have it out to bid late January.

Chair Ben Weymouth, East Side Highway District, provided an update on the Yellowstone Trail Road project, noting progress is expected in the spring/summer timeframe. He provided an update on the Canyon and Fernan Lake Roads guardrail projects; the contractor would like to start in April. On Friday, the District received notice that they were awarded a \$650,000 Leading Idaho grant to pave a portion of Sunnyside Road; the grant is associated with the Coeur d'Alene Lake phosphorus reduction program.

Chad Ingle, Kootenai County, noted they are continuing to work with JUB on the engineering of the shelters for the bus stop improvements at Huetter Road/Seltice Way and Atlas Road near Panhandle Health. Progress on Phase 2 of the Riverstone Transit Center was reported; the project is expected to be complete in April. Regarding the RFP for Paratransit services, the contract with MV Transportation is expected to be finalized in January. Three new fixed route buses have been received and are being prepared for service. Mr. Ingle noted supply chain issues were still impacting the procurement of Paratransit buses. They were able to acquire two chassis, which are expected to be delivered the first quarter of 2023; eight of their current Paratransit buses will reach their "useful life" in 2023. They are still wrapping up the Strategic Service Plan and will present it once it is complete.

No utilities representatives were present.

Mr. Miles noted that he had spoken with Michael Lenz regarding their Highway District receiving an appeal from a contractor to close Prairie Avenue so they could cut through the roadway to install a waterline; staff's recommendation was that the contractor bore under the roadway. The appeal is being heard today. As Prairie Avenue is on the freight corridor and National Highway System (NHS), Mr. Lenz will be contacting ITD to find out if that could have an impact on the outcome of allowing the closure and open cut of the roadway during the winter months.

6. Planning Updates

Ali Marienau commented that she is still wrapping up the model update and working with some of the local jurisdictions to finalize the hand placement of dwelling units and employment. An email requesting any new or additional traffic counts will be sent out this week.

Mr. Miles commented on the 2005 Regional Travel Survey. He is looking into the cost of acquiring INRIX data for the Origin-Destination (OD) pairs, noting an update to the external to external, internal to external data will cover April 1st to April 30th of 2022.

Mr. Shanley commented that the District had seen a significant influx of 7B (Bonner County) license plates and questioned if Mr. Miles knew what was attracting those trips. Mr. Miles attributed the influx to those who lived in Kootenai County but registered their vehicles through the Bonner County DMV during the pandemic to avoid the long lines at the Kootenai County DMV; there was also an increase in the number of Benewah (3B) and Shoshone (S) County plates issued during that time.

7. Idaho Transportation Board Update

Marvin Fenn commented on items addressed by the ITD Board during their December meeting, which included an administrative settlement on the SH-41 Interchange project. The Board approved the proposed change to Board Policy 4028, Allocation of Federal Formula Highway Apportionments to Local Public Agencies.

Mr. Miles noted the five Idaho MPOs had sent a letter to the ITD Board asking them to continue discussions on the update to Board Policy 4028. However, the Board chose to keep the 32-year-old Policy in place, shorting areas with a population between 50,000 and 200,000 nearly \$4 million a year. With one more MPO likely in 2023, there will be even less money available to these areas.

8. Current Business

a. Election of 2022 KCATT Chair and Vice Chair – Action Item

Chair Weymouth commented that it was customary for the vice chair to move forward to the chair positions; the current vice chair is Kevin Jump.

Eric Shanley nominated Kevin Jump, City of Rathdrum, as the KCATT chair for 2023. Chris Bosley seconded the motion, which passed unanimously.

Eric Shanley nominated Michael Lenz, Post Falls Highway District, as the KCATT vice chair for 2023. Chris Bosley seconded the motion, which passed unanimously.

b. Regional Traffic Management Center Facilities and Operations Plan Update – Iteris, Jennifer Emerson-Martin

Jennifer Emerson-Martin, Iteris, was in attendance to provide an overview and the status of the Traffic Management Center (TMC) Concept of Operations (ConOps), Needs Assessment, and development of the System Requirements. She discussed the identification of the Service Packages and explained the need for stakeholder input and guidance in identifying the required Service Packages. Iteris has begun work on the “needs” Technical Memorandum and Existing Conditions Report. David Register and George Jenner, who are leading the activities associated with the technical portion of the ConOps and system requirements, were present via phone to discuss these topics. Ms. Emerson-Martin reviewed the four project activities, data collection, system engineering analysis, size and location analysis, and cost/benefit assessment.

David Register introduced himself and remarked that his first goal was to help the committee understand the approach in developing the ConOps and requirements. He provided some preliminary findings based on needs, discussed the requirements, and next steps. As mandated by FHWA, they will be using the systems engineering approach and the Systems Engineering Tool for Intelligent Transportation, SET-IT. The goal of systems engineering is to “build the right system and build the system right.” A review of the SET-IT tool and link between “needs” and Service Packages (elements and high-level requirements) were provided. Stakeholder input is needed to define the required Service Packages which help in guiding the project design and development. He stressed the importance of stakeholders identifying needs now, explaining that it will provide a better understanding for specific system requirements.

In November, the Iteris team validated the needs identified in the 2020 Traffic Management Center Feasibility Study & Operational Concept Report; with minor refinements, 17 Service Packages were identified. The majority of the Service Packages fall under areas addressing traffic management and maintenance and construction; others include public safety and ITS DATA Mart, which is associated with multiple agencies/systems and the consolidating and processing of data for sharing. KCATT’s involvement and input will be used to work through the high-level requirements. Mr. Register and Ms. Emerson-Martin provided an overview of the request presented to KCATT, which involved reviewing Planned Service Packages and input/scoring on the provided Word document. Mr. Register provided additional guidance in filling out the Word document table. For FHWA purposes, the ConOps will include a section addressing constraints (e.g., no available fiber). KCATT was encouraged to include any ideas – even if they may not seem feasible at this time.

Ms. Emerson-Martin explained that the Concept of Operations was part of the systems engineering activity and required by FHWA to seek grant funding. KCATT’s input is vital in ensuring the system is tailored to meet their needs. She encouraged anyone with questions to contact Mr. Miles or herself; there was no deadline for the return of the requested information.

Mr. Miles noted this activity impacts several aspects of the project, including the size of the facility, required devices, volume of communication needed, and construction and operating costs. He stressed the importance of the committee’s participation to ensure the TMC is built and operates as they wish. Iteris is under contract to provide a Benefit Cost Analysis, which is required when competing for federal funding. Mr. Miles said the KMPO Board is very interested in this analysis as it will reveal the TMC’s value and cost to taxpayers. He reiterated the importance of stakeholder involvement and the identification of the proper Service Packages upfront.

Ms. Emerson-Martin will send the committee an email and share today’s information via SharePoint. If needed, they will provide KCATT a supplemental workshop. She reviewed upcoming tasks and the project schedule. The Existing Conditions Report and Concept of Operations are expected to be delivered in January. All documents are expected to be completed mid-year and final documents by the end of 2023.

9. Upcoming KMPO Board Items

Mr. Miles noted there were no upcoming KMPO Board items.

10. Other Business

a. KCATT Member Items

Chair Weymouth noted East Side Highway District applied for a Local Rural Highway Investment Program (LRHIP) grant. They will be applying for a Surface Transportation Block Grant (STBG) and seeking a letter of support from KMPO.

11. **Next Meeting** – January 24, 2023

12. **Adjournment**

With nothing further before the committee, Chair Ben Weymouth adjourned the December 20, 2022 meeting.

The meeting adjourned at 9:25 a.m.

Signature on File
Recording Secretary