



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**  
**August 10, 2023 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 – Rod Twete, Chair**
- 2. Changes to the Agenda and Declarations of Conflicts of Interest – Action Item**
- 3. Approval of June 8, 2023, Meeting Minutes – Action Item**
- 4. Public Comments** (limited to 3 minutes per person)
- 5. KCATT Recap & Recommendations – Kevin Jump**
  - a. Recap of Activities – June/July 2023
  - b. 2020 Urban Area Boundary Adjustment Recommendation – **Action Item**
- 6. Administrative Matters**
  - a. ITERIS © Facilities and Operations Plan Contract – **Action Item**
  - b. June 2023 KMPO Expenditures – **Action Item**
  - c. July 2023 KMPO Expenditures & Financial Report – **Action Item**
  - d. DRAFT FY 2024 Unified Planning Work Program (UPWP) Review
  - e. Recording of the KMPO Board Meetings – **Action Item**
  - f. KMPO 2023-2029 Transportation Improvement Program (TIP) Amendment Requests:
    1. #13 Request to Increase Funding in the FY 2023 Program Year
    2. #14 Request to Increase Funding in the FY 2023 Program Year
    3. #15 Request to Increase Funding in the FY 2023 Program Year
    4. #16 Request to Increase Funding in the FY 2023 Program Year
    5. #17 Request to Modify the FY 2023 Program Funding Year
- 7. Other Business**
  - a. 2022 Transportation System Performance Measures Update – Ali Marienau
- 8. Public Transportation (Informational Items Provided to KMPO)**

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  - 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 – September 14, 2023**
- 12. Adjournment**

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**MEETING MINUTES**

Kootenai Metropolitan Planning Organization  
Regular Board Meeting  
August 10, 2023  
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:

Rod Twete, Chair	Lakes Highway District
Dan Gookin	City of Coeur d’Alene
Damon Allen	Idaho Transportation Department, District 1
Lynn Borders	City of Post Falls
Jim Kackman	Coeur d’Alene Tribe
Angela Sieverding, Alternate	East Side Highway District
Vic Holmes	City of Rathdrum
Corinne Johnson	Worley Highway District
Jeff Tyler	Post Falls Highway District
Sandra White	City of Hayden
Bruce Mattare	Kootenai County

Board Members Absent:

None

Staff Present:

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

Attendees:

Ron Hartman	Citizen
John Padula	Citizen
Illegible	Citizen
Judy Foss	Citizen
Linda Sutton	Citizen
Ann Blatt	Citizen
Sheryll Benson	Citizen
Sandi Turner	Citizen
Rachelle Ottosen	Citizen
Phil HafI	Citizen
Janice Camarena	Citizen
Alyssa Armstrong	Citizen
James Anton	Citizen
Nina Beesley	Citizen
Matt Maxwell	Citizen
Kenny Moore	Citizen
Lori Daub	Citizen
Kevin Jump	City of Rathdrum
Chad Ingle	Kootenai County

**1. Call to Order – Rod Twete, Chair**

The regular meeting of the Kootenai Metropolitan Planning Organization Policy Board was called to order by Chair Rod Twete at 1:30 p.m. Chair Twete stated that pursuant to Idaho Code 74-

204(4), and out of consideration of those attending, he was moving an Administrative Matter, Agenda item 6.a., forward to follow Agenda item 3, Approval of the June 8, 2023, Board Meeting Minutes. It was the Board's desire to address a pending matter from the June 8<sup>th</sup> meeting, a Board member's request for a motion regarding the Iteris contract. Due to the number of people in attendance, Chair Twete read a Code of Conduct that would be adhered to during the meeting.

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

**Mr. Dan Gookin moved to approve the agenda given the changes. Mr. Vic Holmes seconded the motion, which passed unanimously.** No conflicts of interest were declared.

## **3. Approval of June 8, 2023 Meeting Minutes – Action Item**

**Mr. Vic Holmes moved to approve the meeting minutes from June 8, 2023. Mr. Jim Kackman seconded the motion, which passed unanimously.**

## **6. Administrative Matters**

### **a. ITERIS ® Facilities and Operations Plan Contract – Action Item**

**Mr. Vic Holmes moved that the Board terminate the contract with Iteris and end the study of the TMC (Traffic Management Center). Ms. Angela Sieverding seconded the motion, which passed with one nay.**

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

Bill Brizee, Kootenai County, thanked the Board saying, “now that the Traffic Management Center has been ‘killed,’” he would like to focus on traffic signal synchronization. He had attended one of the open houses and spoke with an ITD engineer who stated that they are beginning a study to address signal synchronization on US-95; he encouraged the Board to proceed with that. Mr. Brizee offered a “proactive solution,” signage, “If you are going ‘this speed,’ you will hit the next three lights.” He believed it would take a lot of traffic off Government Way and 4<sup>th</sup> Street.

Ron Hartman, (residence not provided), commented that, due to the noise, he could not hear what the Board voted on.

Chair Twete responded saying the Board had terminated the TMC (contract).

## **5. KCATT Recap & Recommendations – Kevin Jump**

### **a. Recap of Activities – June/July 2023**

KCATT Chair Kevin Jump provided a recap of their June and July meetings, which included jurisdictional project, transit, and miscellaneous utility updates. KMPO staff provided an update on funding opportunities through Safe Streets for All. Due to the lack of a planning program, jurisdictions are not eligible to apply for these funds; the committee discussed actions to create a program that would enable their eligibility.

Due to the noise level, Chair Twete called a five-minute recess to provide an opportunity to those who wished to leave the meeting.

Mr. Jump continued his update, noting the committee also discussed Carbon Reduction Program funding. In July, they were provided the draft FY 2024 Unified Planning Work Program for review and comment; it will be before the committee for a recommendation in August.

b. 2020 Urban Area Boundary Adjustment Recommendation – **Action Item**

Mr. Jump reported KCATT was providing a positive recommendation for the adjustment to the urban area boundary; the 2020 Census included a change to the boundary, which is now based on housing unit density – not population density.

In response to a question from Mr. Gookin, Mr. Miles explained that the Carbon Reduction Program funding is part of an application process; a recommendation will be before the Board.

Ms. Ali Marienau explained that the Coeur d’Alene/Post Falls urban area designation was expected to change with the release of the 2020 Census. As noted by Mr. Jump, the designation is now based on housing density; the methodology used by the Census Bureau was reviewed. The USDOT recommends states and MPOs adjust the boundary to ensure consistency between planning, funding, road maintenance, and functional classification; requirements and recommendations for the adjustment were noted. Based on KCATT’s feedback, the proposed boundary was submitted to the committee in July; it was approved by them as a recommendation to the KMPO Board. The designations of cities in and outside of the boundary were noted.

Mr. Holmes noted that the City of Rathdrum was designated a small urban area – outside the urbanized area.

Mr. Miles explained that the Transportation Authorization Bill traditionally provided three suballocation categories: rural areas, urban areas with a population between 50,000 and 200,000, and urban areas with a population greater than 200,000. In the new Bill, Congress added a fourth category, small urban areas with a population between 5,000 and 50,000. The City of Rathdrum does fit into the small urban area category and would be designated as such within the functional classification system. The urban boundary is subject to review every ten years and does impact urban and rural roadway design – and funding eligibility; Prairie Avenue between Meyer Road and SH-41 was provided as an example. Mr. Miles took questions from the Board regarding the updated urban area boundary and the Census bureau designations.

**Mr. Jim Kackman moved to approve the new area boundary as recommended. Mr. Lynn Borders seconded the motion, which passed unanimously.**

Mr. Miles explained that the update will go to ITD and then on to FHWA who will make the final decision on the boundary adjustment.

**6. Administrative Matters**

a. June 2023 KMPO Expenditures – **Action Item**

b. July 2023 KMPO Expenditures & Financial Report – Action Item

**Mr. Vic Holmes moved that the Board meet their expenditures and liabilities for the months of June and July 2023. Ms. Corinne Johnson seconded the motion, which passed unanimously.**

d. DRAFT FY 2024 Unified Planning Work Program (UPWP) Review

Mr. Miles noted the draft FY 2024 Unified Planning Work Program (UPWP) was a review item, which outlines KMPO’s work activities from October 1, 2023, through September 30, 2024. Highlighted tasks included an update to the Metropolitan Transportation Plan (MTP) and working with ITD on the Rathdrum Prairie access and mobility study. He asked the Board to review the document and let him know if they had any questions – or would like additional items added. The Program is expected to be before the Board in September; it will take effect October 1st.

For the benefit of those in the audience, Mr. Kackman explained that the Work Program is the schedule of activities KMPO will be working on over the next year; Mr. Kackman confirmed with Mr. Miles that the UPWP contained no reference to the Traffic Management Center.

e. Recording of the KMPO Board Meetings – **Action Item**

Mr. Miles noted the Board was provided a memo regarding the recording of the KMPO Board meetings, which outlines the capability/capacity the City of Post Falls has to meet such requests. He suggested they follow the common practice of audio recording the meetings; the recordings would be retained until the minutes have been approved by the Board and published. The recording would then be overwritten by the audio recording of the next meeting. Mr. Miles stated that he would seek a motion to adopt the practice, if it was acceptable to the Board.

Chair Twete noted Lakes Highway District follows this practice. He felt it was sufficient, noting that those interested can access and read the minutes on the KMPO website.

Ms. Corinne Johnson noted Worley Highway District follows the same practice.

Mr. Mattare asked if they could not upload a video recording to YouTube, as the County does.

Mr. Miles commented on maintaining such an effort, noting they are a staff of three people.

Mr. Gookin discussed the possibility of moving the meetings to a location, such as the City of Coeur d'Alene or the county, where they can facilitate the video recording of the meetings.

Mr. Miles said it is up to the discretion of the Board but would investigate the possibility of a change of venue. In the meantime, he would recommend the audio recording.

**Ms. Corinne Johnson moved that, starting with the September meeting, they (audio) record the meetings and, as Mr. Miles suggested, delete it after the minutes are approved. Mr. Holmes seconded the motion. Those in favor voted Aye.**

Ms. Sandra White remarked that she felt strongly about the meetings being video recorded and made available to the public – for the sake of transparency and history by providing an opportunity to those who may want to learn how decisions were made. If it means they need to change meeting locations, she would strongly encourage that.

**The motion passed with Mr. Bruce Mattare, Ms. Sandra White, and Mr. Jeff Tyler opposing.**

Mr. Dan Gookin commented that he thought they should audio record the meetings but, eventually move to video recording.

Mr. Miles said he would research a change of venue and bring the matter back to the Board; if there is a change in venue, he expected the video recording would follow.

Mr. Gookin noted KMPO staff was busy with their regular tasks and does not want to burden them with those things that are outside their wheelhouse.

f. KMPO 2023-2029 Transportation Improvement Program (TIP) Amendment Requests:

1. #13 Request to Increase Funding into FY 2023 Program Year
2. #14 Request to Increase Funding into FY 2023 Program Year
3. #15 Request to Increase Funding into FY 2023 Program Year
4. #16 Request to Increase Funding into FY 2023 Program Year

Mr. Miles provided an overview of the Transportation Improvement Program, a six-year program, and provided an overview of each of the amendments and projects involved.

## 7. Other Business

### a. 2022 Transportation System Performance Measures Update – Ali Marienau

Ali Marienau provided an overview of Kootenai County's 2022 Transportation System Performance measures for pavement and bridge condition, travel time reliability, and freight reliability, as required by the Federal Highway Administration (FHWA). In 2019, the KMPO Board adopted ITD's performance measures; ITD updated their targets last year: Kootenai County does not meet state or national targets for pavement condition; bridges rated in both good and poor condition meet ITD and national targets – two area bridges with a "poor" rating were noted; travel and freight reliability met ITD targets. FHWA requires performance targets be included in the Transportation Improvement Program (TIP); projects working toward addressing these measures will be identified in the TIP. Associated maps provided in the Board packet were reviewed.

Mr. Miles responded to Mr. Gookin's questions regarding bridge conditions/design life and the possibility of load limit increases. He also responded to Mr. Tyler's question regarding truck routes and roadway design – 129K routes, load limits, roundabouts, and the upcoming Prairie Avenue pedestrian underpass. Mr. Miles noted the importance of KCATT – local jurisdictions and ITD meeting to discuss projects and issues each of them may be facing.

## 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 reviewed ridership for the fixed route, Paratransit, and Ring-A-Ride services, noting driver shortages for the Ring-a-Ride service. He provided an update on the bus stop improvement projects at Huetter Road/Seltice Way and Atlas Road near Panhandle Health, noting meetings planned with NIC for the fabrication of the shelters. Phase 2 of the Riverstone Transit Center is complete; the project will be finalized soon. An update on the status of their bus procurements was provided. Work on the Strategic Service Plan continues; once completed, they will present it to KCATT and the KMPO Board.

Mr. Gookin explained that years ago, he had discussed with county transportation the removal of the Hubbard Avenue bus stop and was told that it would be addressed once the US-95 curve project was completed. He noted the City of Coeur d'Alene has wanted the bus stop removed – the neighbors do not like it and it is not ADA compliant. Mr. Gookin commented that ITD had completed their recent curve project on US-95 at Northwest Boulevard and had done a great job. With that, he questioned the status of the removal of the Hubbard Avenue bus stop and said he would like to see some progress; he has been working on this for five years.

Mr. Ingle noted the bus route had to be altered during construction of the US-95 curve project; they will now need to address it. The stop will be looked at in the Strategic Service Plan.

Mr. Gookin also questioned Mr. Ingle about the buses that are being parked overnight at the Riverstone Transit Center; he recalled that the Board was told that would not be done.

Mr. Ingle explained that the overnight parking is associated with the delivery of new buses. Once they have been looked at, they will be sent over to their regular parking location.

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

Mr. Ingle noted that Mr. Eirls was not able to attend. Although he did not have an update from Mr. Eirls, he did note that things were going well for them; he noted that they were also dealing with the same busing issues Kootenai County is facing.

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

Mr. Miles noted that he would be advertising the draft FY 2024-2030 Transportation Improvement Program for a thirty (30) day public comment period; it will be posted on the KMPO website and advertised in the Coeur d’Alene Press; an email blast will also be sent out. He commented on the size of the program. They will be wrapping up the FY 2023 fiscal year on September 30th.

**10. Board Member Comments**

Mr. Gookin again commented that he was pleased with the outcome of ITD’s curve project on US-95 at Northwest Boulevard. He thanked ITD for their contribution to the city’s Northwest Boulevard I-90 overpass project.

Ms. Angela Sieverding remarked that East Side Highway District was grateful that the Governor had released some funding for bridge improvements – it is a tremendous benefit to their District; she noted Canyon Road Bridge and the removal of another bridge.

Mr. Vic Holmes reported that the City of Rathdrum’s Boekel Road/Meyer Road roundabout project was complete.

Ms. Corinne Johnson reported that Phil Cooper, her fellow commissioner, was reelected during the May election. Due to her increasing family commitments, she requested the District reorganize; Mr. Cooper will serve as the District’s chair and as their KMPO Board representative. Ms. Johnson said it was a pleasure for her to serve as a representative on the KMPO Board; this will be her last meeting.

Mr. Tyler commented that he was happy with the outcome of the meeting (referring to vote on the Iteris contract); they were listening to the public and had come to that decision.

Ms. Sandra White commented that she was also happy with the outcome of the vote (referring to the Iteris contract). Noting the Board’s decision to provide only an audio recording of the KMPO Board meetings, she felt there should be changes to the meeting protocol – the speaker should state their name prior to speaking and a roll call should be taken for each vote; she felt this would add to the level of accountability and transparency. Ms. White remarked that the work KMPO does is important and felt the citizen would appreciate a video recording of the meetings; she encouraged the Board to find a meeting location where that could be facilitated.

Mr. Bruce Mattare thanked the Board members – and KMPO for engaging the community and their work in putting everything together.

Chair Twete thanked everyone for their courtesy to the Board and staff, commenting that he knows the Board tries to do the best they can. Although people sometimes do not understand or agree, they can voice their opinion – it is the American way.

**11. Next Meeting – September 14, 2023**

**Without objection, Chair Twete adjourned the August 10, 2023 meeting.**

The regular meeting was adjourned at 2:37 p.m.

Signature on File  
Recording Secretary