



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
October 12, 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 September 14, 2023, Meeting Minutes – Action Item**
- 4. Public Comments** (limited to 3 minutes per person)
- 5. KCATT Recap & Recommendations – Kevin Jump**
 - a. Recap of Activities – September 26, 2023
 - b. FY 2024-2030 Transportation Improvement Program Approval – **Action Item**
- 6. Administrative Matters**
 - a. September 2023 KMPO Expenditures – **Action Item**
 - b. KMPO 2023-2029 Transportation Improvement Program (TIP) Amendment Requests:
 1. #22 Request to Increase Funding in the FY 2023 End of the Program Year
 2. #23 Request to Increase Funding in the FY 2023 End of the Program Year
 3. #24 Request to Increase Funding in the FY 2023 End of the Program Year
 4. #25 Request to Increase Funding in the FY 2023 End of the Program Year
- 7. Other Business**
 - a. Local Government Transportation Program – **Status Report**
 - b. KMPO Board meeting Venue – **Action Item**
- 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 – November 9, 2023**
- 12. Adjournment**

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MEETING MINUTES

Kootenai Metropolitan Planning Organization
Regular Board Meeting
October 12, 2023
Post Falls City Council Chambers, Post Falls City Hall, 1st 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
Jim Kackman	Coeur d’Alene Tribe
Graham Christensen	East Side Highway District
Vic Holmes	City of Rathdrum
Jeff Tyler	Post Falls Highway District
Sandra White	City of Hayden
Bruce Mattare	Kootenai County

Board Members Absent:

Lynn Borders	City of Post Falls
Phil Cooper	Worley Highway District

Staff Present:

Glenn Miles	Executive Director
Ali Marienau	Transportation Planner

Attendees:

Kevin Jump	City of Rathdrum
Chad Ingle	Kootenai County
Terry Werner	LHTAC
Monty Montgomery	Lakes Highway District
Donna Montgomery	Citizen
Josa Snow	Coeur d’Alene Press
Bill Brizee	Citizen
Teresa Roth	Citizen

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.

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

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

3. Approval of September 14, 2023 Meeting Minutes – Action Item

Mr. Graham Christensen moved to approve the meeting minutes from September 14, 2023. Mr. Vic Holmes seconded the motion, which passed unanimously.

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

Bill Brizee, Kootenai County, thanked ITD for the survey they prepared for the I90 improvements they’re considering. He thought the survey was well developed and appreciated the format. He also noted that he attended the project’s open house last week and had great conversations with

staff. He would be interested in that information being presented in a townhall format. Mr. Brizee commented that the traffic light synchronization on US 95 should have been completed prior to starting the study on the traffic management center. He questioned why additional synchronization couldn't be performed via intergovernmental agreements between agencies, like what was done between ITD and Coeur d'Alene on Northwest Boulevard. He suggested agencies should look into drafting additional agreements to better coordinate corridors.

Teresa Roth, Dalton Gardens, commented that she has been a very regular traveler of I90 from the state line to Coeur d'Alene and has always wondered why there isn't an interchange at Huetter Road. She commented this seems an obvious need for people between SH 41 and Ramsey Road. She is aware of the Huetter Bypass planning efforts and understand that those are going through additional study. She has been told that an interchange could not be added until the interstate is widened; that has now become a top priority for ITD, but they are moving forward with those plans without any consideration for a new interchange. There is no access from the annexed property off of Huetter Road to the interstate; all that is going to do is back up traffic and increase congestion on local roads.

5. KCATT Recap & Recommendations – Kevin Jump

a. Recap of Activities – September 2023

KCATT Chair Kevin Jump reported a number of project updates were given by KCATT members. He noted that KMPO staff gave the committee an update on the upcoming carbon funding process; KCATT was interested in how they can be part of selection process for future projects. KMPO staff also provided the committee with an update on the strategic initiatives grant funding process. Mr. Jump also reported that ITD staff gave a short presentation to the committee on the new Rathdrum Prairie Planning and Environmental Linkages (PEL) Study. The PEL is a precursor to the NEPA process. Mr. Jump noted that through this process, ITD is not looking at a singular project but looking at the larger area, in order to identify hotspots and potential problematic areas.

b. FY 2024-2030 Transportation Improvement Program Approval – **Action Item**

Mr. Jump reported that KCATT had approved a recommendation for the KMPO Board to adopt the FY 2024-2030 Transportation Program.

Mr. Jim Kackman motioned the Board adopt 2024-2030 Transportation Improvement Program. Mr. Vic Holmes seconded the motion, which passed unanimously.

6. Administrative Matters

a. September 2023 KMPO Expenditures and Financial Report – **Action Item**

Mr. Glenn Miles noted that the financial report included the final payout to Iteris for the Facilities & Operations plan.

Mr. Vic Holmes motioned the Board meet their expenditures and liabilities for the month of September 2023. Mr. Graham Christensen seconded the motion, which passed unanimously.

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

1. #22 Request to Increase Funding into FY 2023 Program Year
2. #23 Request to Increase Funding into FY 2023 Program Year
3. #24 Request to Increase Funding into FY 2023 Program Year
4. #25 Request to Increase Funding into FY 2023 Program Year

Mr. Miles provided an overview of each of the amendments and projects involved. He noted this

was a unique year for the end of the year program, as the state and local jurisdiction level got an unprecedented amount of additional obligation authority from FHWA. Mr. Miles doesn't recall a time that Idaho received more than it has this year. This has provided agencies throughout the state the opportunity to advance a lot of projects in the federal-aid program that were shovel ready. KMPO is continually recommending jurisdictions have at least one project that is designed and ready to move forward. Idaho left \$8 million of federal-aid funds on table this year because projects weren't available to obligate those funds. Mr. Miles noted that when projects are ready, often times funding comes available and those agencies are able to seize that opportunity.

7. Other Business

a. Local Government Transportation Program – Status Report

Mr. Miles reported that 20 applications had been submitted for Category 1 funds (areas with populations greater than 50,000); four were submitted from Kootenai County. The MPO directors and ITD district engineers and some executive team members went through scoring process for those applications. He noted that, in his opinion, the applications submitted from Kootenai County did a good job of identifying and explaining the purpose and need for the project. At the MPO level, the Kootenai County applications scored well – ranking 3, 4, 5 and 6 out of 20. The scoring will be further reviewed and added to by the ITD district engineers and the executive management team, so the results are not yet final. For the available for Category 1, \$121 million in projects was requested. There were 110 applications for Category 2 (areas with populations less than 50,000), with a total of \$173 million requested; \$50 million was available for each category. The competition is intense due to limited funds, which should demonstrate to local jurisdictions, the ITD Board and legislators that there is a demand out there for funding transportation projects. The applications were scheduled to be presented to the ITD board next week, but ITD is performing additional review and now anticipate it will go to the Board in November for final recommendation. Since those funds are already available, Mr. Miles noted that he expects projects to move quickly once the ITD Board makes a decision.

b. KMPO Board Meeting Venue – Action Item

Mr. Miles noted information had been compiled on a few options for a new Board meeting venue, which was provided in the memo. He noted that Mr. Dan Gookin mentioned before the meeting that he had some additional information that he would like to share.

Mr. Gookin reported he had talked to the city of Coeur d'Alene today, as well as the contractor who provides the city's video. The library director confirmed that library's has space available at this meeting time for 2nd Thursday of month. Since someone from the city would be part of the meeting, it would be considered city event, so there would be no fee. In regards to video, Mr. Gookin said their contractor charges roughly \$300 to \$500 per meeting, depending on if the video was to be streamed or not. He noted, if the meetings were just recorded and put up somewhere, the cost would be on the cheaper end. Mr. Gookin also reported that NIC was also recommended to him as an option where meetings could be video recorded; they have mobile platform, so the meeting could take place anywhere on campus. However, he does not know if there would be a fee. The recording is done through the school, not an independent contractor.

Mr. Miles reported that one option available would be the Kootenai County Administration building; the conference room on the ground floor is available and equipped for video recording. The existing location at the city of Post Falls is another option. With the microphone system, there is the ability to audio record. Recordings would need to be posted by KMPO staff; however, there is no video capability available for the room.

Mr. Twete asked if there was a cost associated with the county facilities. Mr. Bruce Mattare said he did not believe so. However, the challenge of the county building is that there would not be a

nice platform for board members to sit at. It would require tables to be arranged in a U or rectangular shape. Mr. Miles commented that KMPO Board meetings were previously held in ITD’s Emergency Operations Center (EOC) Room with a similar U-shaped layout. One of reasons the Board meetings were moved to the current location was to create a more formalized set up.

Mr. Jeff Tyler commented that he thought the option at the County building sounds good, but more information is needed to find out if there is a cost associated with using the facilities. To him, the cost to video at the city seems steep. He noted he thinks it’s important that meetings are video recorded. He feels the meeting minutes don’t fully reflect what is said, and he is supportive of transparency. He commented that he enjoys the current location and suggested going out to bid for services, where someone would come in, record, and post the recordings. He also suggested the option of staff setting up a camera and posting the recording online; Post Falls Highway District staff had done that in the past for commissioner meetings. Mr. Tyler commented that no matter the decision today, the outcome should some kind of video recording and posting recordings on the KMPO website for the public to view. He noted he was willing to make a motion to put out a bid for video recording services.

Mr. Twete inquired how many people on the board are in favor of video.

Mr. Miles noted that in terms of the action item, the Board can choose to table this item until the next meeting, but he would like direction from the Board on how to proceed. He noted he’d like to get more information on the NIC option and thanked Mr. Gookin for the suggestion.

Ms. Sandra White noted she would like the meetings live streamed, as well. She commented that there are people that would like to participate from home or work. She agreed the Board should continue looking into the other options.

Mr. Jeff Tyler made a motion to table this item until more information is available for the NIC and County facilities. Chair Twete inquired if room was available in the budget; Mr. Miles said costs could be accommodated. **Mr. Vic Holmes seconded the motion, which passed unanimously.**

8. Public Transportation (Informational Items Provided to KMPO)

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a. Kootenai County Transit Report – Chad Ingle

Mr. Chad Ingle reported that the fixed route ridership had decreased 7% from last month at this time and has remained flat for the fiscal year. Paratransit ridership saw an 18% decrease compared to September and an 11% decrease for fiscal year. Mr. Ingle noted they had finally received the last bus from Northwest Bus Sales. They are currently working on getting it registered, licensed, and wrapped; it should be on the road in four to five weeks. Citylink North is still waiting on buses from Creative Bus Sales. The buses were delivered but were inadequate. Two buses are being worked on in Seattle, but are delayed due to parts. They are starting on the disposition of buses that have met their useful life. Mr. Ingle noted that the Ring A Ride program is back but with limited capacity; they are still dealing with driver shortages.

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

Mr. Ingle noted Mr. Eirls was unable to attend but passed along that things have been pretty quiet. A couple of drivers recently retired, but they still have enough staff to cover routes and things are going well.

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

Mr. Miles reported that the KMPO FY 2024 Unified Planning Work Program (UPWP) had been approved by ITD, FHWA, and FTA. KMPO is now working off of next year's budget and on the new action items. Mr. Miles commented that he had completed the fiscal year end; there was about \$54,000 in cash carry forward, which had been anticipated. He noted member assessment invoices have been sent out. The 2023 audit is scheduled to begin this month and is anticipated to be completed by December 1.

10. Board Member Comments

Mr. Mattare commented that he would like to see the meetings video recorded.

Ms. White noted that she wanted to reiterate Ms. Roth's concern on the need for an I90 interchange at Huetter Road. She would be interested in more discussion on that; an off ramp there seems like a logical step. Ms. White also commented that she would like to know more about the carbon funding process that is coming up. Mr. Miles said more information should be available by next meeting and will be shared with the Board.

Mr. Kackman said he did like this venue; parking is easier here. He thinks this setup works; he is ambivalent on video recording. He said he could go either way on that.

Chair Twete commented that this was his last meeting as Lakes Highway District representative on the KMPO Board. He noted that Commissioner Steve Adams will be taking his place; Commissioner Monty Montgomery will be the alternate. He noted that he has been on the Board for quite a while and has enjoyed his time. He thinks the Board will be in good hands with Mr. Adams. He thanked everyone.

11. Next Meeting – November 9, 2023

Mr. Vic Holmes motioned to adjourn the October 12, 2023 meeting. Mr. Jim Kackman seconded the motion, which passed unanimously.

The regular meeting was adjourned at 2:00 p.m.

Signature on File

Recording Secretary