



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  
February 8th, 2024 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** – Graham Christensen, Chair
- 2. Changes to the Agenda and Declarations of Conflicts of Interest – Action Item**
- 3. Approval of January 11th, 2024 Meeting Minutes – Action Item**
- 4. Public Comments** (limited to 3 minutes per person)
- 5. KCATT Recap & Recommendations – Michael Lenz**
  - a. Recap of Activities –January 2024
    - i. There is no recap due to lack of business/canceled January 2024 meeting.
- 6. Administrative Matters**
  - a. January, 2024 KMPO Expenditures– **Action Item**
  - b. February Financial Snapshot
  - c. KMPO 2023-2029 Transportation Improvement Program (TIP) Amendment Requests:
    - i. TIP Amendment #32 request by ITD on KN 21935
- 7. Other Business**
  - a. Local Government Transportation Program – Status Report
  - b. 2024 Safety Performance Targets & Review – Status Report
  - c. KMPO Board Meeting Venue- **Action Item**
  - d. AV Equipment Options- **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** – March 14th, 2024
- 12. Adjournment**

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**KOOTENAI METROPOLITAN PLANNING ORGANIZATION**

250 Northwest Blvd, Suite 209 Coeur d' Alene, ID 83814

1-208-930-4164 Website: [www.kmpo.net](http://www.kmpo.net)

## **MEETING MINUTES**

Kootenai Metropolitan Planning Organization  
Regular Board Meeting  
February 8, 2024  
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:**

Graham Christensen, Chairman	East Side Highway District
Bruce Mattare, Vice Chairman	Kootenai County
Sandra White	City of Hayden
Phil Cooper	Worley Highway District
Steve Adams	Lakes Highway District
Jim Kackman	Coeur d'Alene Tribe

### **Board Members Absent:**

Dan Gookin	City of Coeur d'Alene
Damon Allen	Idaho Transportation Department, District 1
Vacant Seat	City of Rathdrum
Nathan Ziegler	City of Post Falls
Jeff Tyler	Post Falls Highway District

### **Staff Present:**

Glenn Miles	Executive Director
Ali Marienau	Transportation Planner
Kate Williams	Administrator

### **Attendees:**

Donna Montgomery	Citizen
Monty Montgomery	Citizen
Angela Sieverding	East Side Highway District
Terry Werner	LHTAC
Chad Ingle	Citylink - Kootenai County
Michael Lenz	Post Falls Highway District
Kevin Jump	City of Rathdrum
Nick Hatch	GRI
Rob Beachler	ITD

- 1. Call to Order** – Graham Christensen, Chair  
The regular meeting of the Kootenai Metropolitan Planning Organization Policy Board was called to order by Chairman Graham Christensen at 1:36 p.m.
- 2. Changes to the Agenda and Declarations of Conflicts of Interest**  
No conflicts of interest were declared. The Board agreed to move forward with the agenda as presented.
- 3. Approval of January 11th, 2024, Meeting Minutes – Action Item**  
Mr. Christensen called to entertain a motion to approve the meeting minutes.

**Mr. Jim Kackman moved to approve the meeting minutes from January 11, 2024. Mr. Steve Adams seconded the motion, which passed unanimously.**

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

No public comments were made.

**5. KCATT Recap & Recommendations – Michael Lenz**

**a. Recap of Activities – January 202**

There was no recap, due to lack of business/canceled January 2024 KCATT meeting. Mr. Lenz noted that the temporary signal at Huetter Road and Poleline Ave. is up and working.

**6. Administrative Matters**

**a. January 2024 KMPO Expenditures – Action Item**

Chair Christensen called to entertain a motion to approve the January expenditures.

**Mr. Jim Kackman moved to approve the January 2024 KMPO Expenditures. Mr. Phil Cooper seconded the motion, which passed unanimously.**

**b. February 2024 Financial Snapshot**

Mr. Glenn Miles reported KMPO is sitting in a good position with all accounts, as the reimbursement for January was received in a timely manner. KMPO expenditures are down, and the organization overall is in good standing.

**c. KMPO 2023-2029 Transportation Improvement Program (TIP) Amendment Requests**

**a. TIP Amendment #32 request by ITD on KN 219357.**

This Amendment is for the Coeur d'Alene River Bridge eastbound lanes and westbound lanes. There was an increase of \$700,000 for construction management. This will be the last amendment for the 2023-2029 TIP. Six TIP amendments came in while Mr. Miles was out of the office this past week – those will be outlined in the March packet. The 2024-2030 Transportation Improvement Program was approved by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA); TIP amendments, moving forward, will be for the 2024-2030 program.

**7. Other Business**

**a. Local Government Transportation Program – Status Report**

Mr. Miles reported that KMPO has been in contact with ITD Headquarters about the timing of the delivery of the local state and local agreements. Some projects that were approved were to have design and engineering started this year. Without the state and local agreement, the projects can't start without the money. Mr. Miles expects to have something back next week. And then the following week, he may have a meeting with ITD, and some of the project program managers about what's holding up getting these state and local agreements delivered.

**b. 2024 Safety Performance Targets & Review – Status Report**

Ms. Marienau provided a report on ITD's updated safety targets for 2024. These are a part of the FHWA's transportation performance management requirements. The KMPO Board adopted ITD's targets for safety in 2018, and annually, KMPO provides an update on how the Kootenai County is performing versus ITD's targets. Ms. Marienau stated that she used 2022/2023 data via ITD's AASHTOWare Safety platform for this analysis; this data is available to the local agencies, as well. Ms. Marienau demonstrated with graphs what the trends have been over the past few years in terms of fatalities and serious injuries. Kootenai County is meeting the targets for fatalities, as well as serious

injuries. There has been a general downward trend over the 5-year period for traffic fatalities. Currently, we see the same trends of the most harmful events in fatal crashes, which tend to be overturns, head on collisions with fixed objects (such as trees), and crashes that involve pedestrians. The main factors in these accidents were: failure to maintain lane, alcohol, and impaired/inattentive driving. Weather, especially speeds too fast for conditions, is a common contributing factor in crashes. Most of these factors that contribute to these crashes are human behaviors; there are some counter measures that could be put in place to help minimize these accidents. Ms. Marienau noted that there has been an increase in failure to obey signals, which is a contributing factor to several crashes; additionally, Kootenai County continues to see fatal and serious crashes involving pedestrians and bicyclists. In 2023, Kootenai County saw the most fatal crashes on SH-53 and Lancaster Road. Overall, US 95 has had 41 crashes; I-90 has had 24 fatal accidents. This data analysis helps to look at smaller roads that are having crashes, to see if there are any counter measures that we can put in place to help reduce the crash rates.

Mr. Steve Adams asked to define “failure to maintain lane”, Ms. Marienau stated that is a general term used to state that a vehicle was outside of its marked lanes, but as each crash can have up to three contributing factors, failure to maintain lane is usually used with a few other factors like alcohol, weather or inattentive driving. Ms. Sandra White asked about weather being taken into account; Ms. Marienau responded that it is included in categories, such as “speeds too fast for conditions”. Chairman Christensen made a comment on the crash rate on Fernan Lake Road; he hoped that the added guardrails will bring the crash rate down on that road significantly.

**c. KMPO Board meeting Venue – Action Item**

Mr. Miles requested an official motion from the board to keep the location of the KMPO board meetings at the current location, Post Falls City Hall.

**Mr. Bruce Mattare motioned to confirm the meeting location. Ms. Sandra White, City of Hayden, second the motion, which passed unanimously.**

**d. AV Equipment Options- Action Item**

There was discussion over the purchase of camera equipment to create video recordings of the board meetings. Ms. White and Mr. Mattare had a few questions about the capabilities of the camera to record and potentially live stream future meetings. These questions were answered by Ms. Kate Williams, KMPO, to the satisfaction of the board and a motion was put forward to approve the approval of the 2nd option (Canon Camera).

**Mr. Steve Adams motioned to approve option 2 (a Canon VIXIA HF G50 \$K Camera Camcorder) for KMPO to purchase. Mr. Bruce Mattare seconded the motion, which passed unanimously.**

**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, Kootenai County Public Transportation, reported that for fixed route service, they saw a 2% decrease in ridership for the month of January, but are looking at a 1% increase for the fiscal year thus far. For paratransit services, they have seen a 16% decrease for the month and a 16% decrease for the fiscal year. For bus procurement, they finally have all paratransit buses after over two years of working through the process. Mr. Ingle reported they are in the process of dispossession of the buses that have met their



useful life. Three buses have been posted for their 10-day public notice, which will be ending on the 15th of this month; after that, they will be posted on property room. He stated that their NTD reporting has been completed (the annual reporting done for FTA for the National Transit Database). The organization's drug and alcohol reporting is due March 15. All the initial paperwork is due February 29. Mr. Ingle stated they had received approval from the Board of County Commissioners to submit grants to ITD for bus purchasing and service.

**b. Coeur d'Alene Tribe Rural Transit Report**

Mr. Ingle also reported on behalf of Mr. Alan Eirls and the Coeur d'Alene Tribe. The Tribe is working on their NTD and DAMIS reporting for the year, which will be in June. He also stated that the Tribe recently had to let one of their drivers go.

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

Mr. Miles reported that the 2024 Transportation Improvement Program has been approved by FHWA and FTA. The MOU (memorandum of understanding) being worked on with ITD was sent back for a substantive rewrite. Mr. Miles reported that all financial and reporting requirements for the Federal IRS and Social Security Administration (W-2 and 1099) were completed for January. He noted that the metropolitan transportation plan update will be starting soon. He also reported that the traffic data provider INRIX is back online, after an outage due to a supplier bankruptcy, so performance measures and intersection data will be posted to the website again. He reminded the board that the office will be closed on February 19th for a federal holiday.

Mr. Miles ended his director's report by raising the issue of project cost overruns and when enough is enough in terms of additional funding. He encouraged the Board members to think over what they think the policy should be and how local agencies can take charge of situations when projects go over and start to take funding from other projects. At the March KMPO board meeting, he would like the Board to have a more in-depth discussion over what the best policy should be moving forward. There was some discussion between Chairman Christensen and other members of the Board about what other MPOs in the state of Idaho have adopted and what has been done in the past with projects that have gone over budget.

**10. Board Member Comments**

Ms. Sandra White, City of Hayden, asked when the full meeting packets would be made available online. Kate Williams informed her that they would be on the KMPO website the Monday prior to the monthly Board meeting.

**11. Next Meeting – March 14th, 2024**

Chair Christensen motioned to adjourn the regular meeting of the Kootenai Metropolitan Planning Organization Policy Board on February 8th, 2024. With no objections, the meeting was adjourned at 2:23 p.m.

Kate Williams  

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*Signature on File*  
Recording Secretary