



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
August 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 July 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 – July 23rd, 2024 meeting
6. **Administrative Matters**
 - a. July 2024 KMPO Expenditures and Financial Recap – **Action Item**
 - b. KMPO 2024-2030 Transportation Improvement Program (TIP) Amendment Requests: **Notification**
 - i. Amendment #16- ITD request to include K_N 20394 in the FY 2024-2030 Transportation Improvement Program for program year 2024.
 - c. KMPO Draft FY 25 Unified Planning Work Program
7. **Other Business**
 - a. 2024 Federal Functional Classification Map Update - **Action Item**
 - b. KMPO Draft FY 2025-3031 Transportation Improvement Program: **Notification**
8. **Public Transportation (Informational Items Provided to KMPO) - Informational**

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 - a. Kootenai County Transit Report – Kootenai County Public Transportation – Chad Ingle
 - 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 12th, 2024**
12. **Adjournment**

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MEETING MINUTES

Kootenai Metropolitan Planning Organization
Regular Board Meeting
August 8, 2024
Post Falls City Council Chambers, Post Falls City Hall, 1st Floor
408 N. Spokane Street, Post Falls, Idaho

Board Members in Attendance:

Jeff Tyler	Post Falls Highway District
Thomas Shafer	City of Hayden
Randy Westlund	City of Post Falls
Phil Cooper	Worley Highway District
Bruce Mattare, Vice Chairman	Kootenai County
Graham Christensen, Chairman	East Side Highway District
John Hodgkins	City of Rathdrum
Damon Allen	Idaho Transportation Department, District 1
Dan Gookins	City of Coeur d'Alene

Board Members Absent:

Steve Adams	Lakes Highway District
Jim Kackman	Coeur d'Alene Tribe

Staff Present:

Glenn Miles	Executive Director
Ali Marienau	Transportation Planner
Kate Williams	Administrator

Attendees:

Alan Erlis	Coeur d'Alene Tribe
Rob Beachler	ITD
Michael Lenz	Post Falls Highway District
Angela Sieverding	Eastside Highway District

1. Call to Order – Graham Christensen, Chairman

The regular meeting of the Kootenai Metropolitan Planning Organization Policy Board was called to order by Chairman Graham Christensen at 1:30 p.m. Each board member was provided a new KMPO board member orientation binder that contains the KMPO Joint Powers Agreement, Federal Statutes and Regulations (USC Title 23 section 134), the 2025 Unified Planning Work Program draft, the 2025-2031 Transportation Improvement Program draft, the KMPO/ITD Memorandum of Understanding and a few other miscellaneous transportation resources.

2. Changes to the Agenda and Declarations of Conflicts of Interest

No conflicts of interest were declared. Mr. Christensen called to approve the agenda as is, which passed unanimously.

3. Approval of July 11th, 2024, Meeting Minutes – Action Item

Mr. Christensen called for a motion to approve the July 2024 meeting minutes.

Mr. Phil Cooper motioned to approve the minutes as presented. Mr. Randy Westlund 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 – Michael Lenz, Chairman

A. Recap of Activities from July 23rd, 2024 meeting

Mr. Michael Lenz gave a summary of the business discussed at the KCATT Meeting. Robert Beachler, from ITD, reported that for the Coeur d'Alene River Bridge, both east and westbound lanes on I90 have a concrete barrier in place and are down to one lane (with a 14-foot width restriction). The SH53 and Pleasant View Interchange project was awarded to Scarsella Brothers; work is to begin after Labor Day. The I-90 Wolf Lodge/Cedars Maintenance area project was awarded to Central Washington Asphalt for 13 miles of work. Kevin Jump, City of Rathdrum, reported the city is looking to build a refuge island at Lancaster Road and Railway Avenue to help facilitate pedestrian crossing. Eric Shanley, Lakes Highway District, reported chip seal work is being done on SH53 and Ramsey Road. Right of way acquisition has been completed for the Huetter Road/ Lancaster Road roundabout. Chris Bosley, City of Coeur d'Alene, reported that the Sherman Avenue paving project is completed, and the Northwest Boulevard (Riverstone area) chip seal project is finished. Atlas Road, Ramsey Road and Appleway Ave. are being prepped for a mill and inlay. Robert Palus, City of Post Falls, reported the 12th Avenue force main project (half a mile west of SH41) has changed and will now go through the 12th Avenue and Cecil Road intersection. This will close that intersection for a couple of days. He also reported that the city's transportation master plan had a small delay; city staff has been going through the population projections and job placement to get a better understanding of the numbers and are on track for a spring/early summer 2025 completion date. Kevin Howard, Worley Highway District, reported that the Rockford Bay Road/Loff's Bay Road project is now underway, and the Lake Creek area fish crossing project, in partnership with Coeur d'Alene Tribe, is currently ordering materials and structures. Ben Weymouth, East Side Highway District, reported that the Canyon Bridge project is slated for construction next year, and the Springston Bridge is slated for construction this fall, after the environmental study is finalized. Mr. Lenz, Post Falls Highway District, reported the Spokane Street River Bridge structure work has been completed and both lanes are now open; there are some punch list items to finish underneath. The Beck Road rehabilitation project was granted to Poe Asphalt and is set to begin August 12th. Mr. Lenz also gave a recap of the planning and program update given to KCATT by Ms. Ali Marienau, KMPO. She presented the Federal Functional Classification Map Update, which was first brought to KCATT in June, but was tabled to July for a decision. Ms. Marienau asked for a recommendation from KCATT for the KMPO board to adopt the map update. Recommendation for the Federal Functional Classification Map Update to be adopted by the KMPO board was motioned by Chris Bosely, seconded by Kevin Howard and the motion passed unanimously.

6. Administrative Matters

a. July 2024 KMPO Expenditures and Financial Recap – Action Item

Mr. Miles reported that KMPO is in good financial standing and the report in the packet included all standard monthly expenditures. The KMPO leased office space was paid for, which is a quarterly expense. He also reported that new office supplies and ink were purchased for the large format plotter.

Mr. Bruce Mattare made the motion to approve the July 2024 expenditures as presented; Mr. Randy Westlund seconded the motion, which passed unanimously.

b. KMPO 2024-2030 Transportation Improvement Program (TIP) Amendment Requests: Notification

1. #16 - ITD request to include KN 20394 in the FY 2024-2030 Transportation Improvement Program for program year 2024.

The Idaho Transportation Department (ITD) is requesting modification to the approved 2024-2030 Transportation Improvement Program (TIP). This amendment restores previously included KN 20394 (N. Idaho Street, UPRR RRX, Kootenai County, Safety/Traffic Operations Railroad Signals (TIP 2023)) to the TIP in FY 2024. This project is to install type 1 signal including constant warning protection, planking, and cabinet. This project is located on STC-5820 at mile point 2.405. There are no known changes in the current design, concept, scope, or budget to the original project. Funding comes from the Federal Railroad Crossing fund, with an offset from KN 23015.

c. KMPO Draft FY 25 Unified Planning Work Program

Mr. Miles presented on the Unified Planning Work Program (UPWP), which sets out what is expected of KMPO during the next fiscal year, beginning on October 1st. Part of the report includes a section addressing significant issues facing the region in 2025. Main issues brought up routinely the last year have been the need to preserve our investments, supporting local arterial improvements, and to come up with new strategies for funding transportation. Mr. Miles noted that Kootenai County has many needs, and there aren't many options locally to address transportation funding. The state legislature decides whether or not local options are available to communities to do transportation investments. The only local funding option that is on the table for the KMPO area is a vehicle registration fee, which historically has not been well received in Kootenai County. The document identifies the significant issue we're seeing is a steady decline in our streets and roads from routine wear and tear. A major item included in the UPWP this year is KMPO's update of the Metropolitan Transportation Plan, which is updated every five years. A portion of this work is being done as part of the Rathdrum Prairie Planning and Environmental linkages (PEL) study in partnership with ITD. The board will be asked in late fiscal year '25 or early fiscal year '26 to adopt the next Metropolitan Transportation Plan, which will set the priorities for investments over the next 20 years. Mr. Miles suggested that even though a 20-year plan may seem vague, if local jurisdictions can get a project into the MTP, it could happen anywhere between the next year and a 30-year period. Local jurisdictions need to have a plan in place that is rational and justified in order to take steps towards funding a project with the competitive grant programs at the federal level. In today's competitive environment, given the right project and the right timing, Mr. Miles felt this area could achieve \$100- \$150 million competitive national grant awards. He noted KMPO's UPWP is a strong document to work from with the MTP update, along with other routine things such as travel demand modeling, supporting local jurisdictions, and completing the annual TIP. Mr. Miles noted the UPWP draft isn't up for approval this month; it will first be presented to KCATT at the end of August and then come back to the board in September as an action item.

Mr. Tom Shafer, city of Hayden, had a printed list of questions that he submitted to Mr. Miles. These questions included those regarding the MOU that was adopted at the July Board meeting, questions about the website, and for a request for a print out with definitions of the acronyms that are used in KMPO/transportation materials. He then asked questions about the Unified Planning Work Program and Mr. Miles provided definitions and context around the items and policies in question.

Mr. Randy Westlund, city of Post Falls, asked Mr. Miles about the gap in funding that is on the horizon for future projects and discussion was held around funding options and different processes and guidelines for applying and qualifying for competitive grant programs.

7. Other Business

a. 2024 Federal Functional Classification Map Update - Action Item

Ms. Marienau, KMPO, presented the KCATT recommendation for the board to adopt the Federal Functional Classification Map update. This is an item that is updated after each census. This map is an FHWA requirement that is used to determine which roads are eligible for which types of funding and grant programs. FHWA has guidelines on how many roads an agency can have classified in each category, and Ms. Marienau met with all the local jurisdictions to discuss the roads within their boundaries and how to classify them.

Mr. Westlund asked if the roads changed classification very often and what that change was based on. Ms. Marienau explained that this update is used to determine which roadways are going to be designated as rural or urban, and to review the land use changes that have occurred over the past 10 years, look at any new roadway facilities that have been added over the last 10 years, and also review the existing facilities function, because that may change due to different land use or new routes, as well. She clarified that additions or changes to the map can be made in between census years. Updates like this gives KMPO an opportunity to look at the network as a whole and how these different types of facilities interact and work together as a regional network. There was discussion over classification definitions and FHWA guidelines that pertain to Kootenai County growth.

Mr. Bruce Mattare made the motion to approve the 2024 Federal Functional Classification Map Update; Mr. Randy Westlund seconded the motion, which passed unanimously.

b. KMPO Draft FY 2025-3031 Transportation Improvement Program: Notification

Mr. Miles presented the board with a brief review of the draft Transportation Improvement Program (TIP), which was provided to the board printed in its entirety in their member binders. The purpose of the TIP is to help different groups like KMPO, LHTAC and ITD go through their process of prioritizing and selecting projects, and show which projects receive federal funds, and in some cases, state funds. This is a capital project program of projects, not necessarily operating program. These are the projects that have been selected through the various processes to be constructed between next year and 2031. 2025, in the transportation world starts October 1, not January 1. The TIP shows the public transportation projects and road projects for 2025, which currently has \$129,753,000 of projects programmed. The TIP has a section for transit funding in terms of capital and operating, which amounts to about \$6.4 million next year. The broader breakdown, adding all the funding in the program itself, is about \$488 million over the next six years. Mr. Miles reported that the Performance Measures section of the TIP is where Ms. Marienau has worked with the local jurisdictions identify safety improvements and interstate improvements, and how those affect the performance of our transportation system for freight, bridge conditions, and the travel time reliability. Freight Reliability is measured by the ability to get freight and goods moved through the interstate system in our area. The TIP will be posted for a 30-day public comment period (August 9th to September 9th); the full TIP is posted on the KMPO website, an open house will be held at the KMPO offices on Wednesday August 21st from 4pm to 6pm for comments to be made, and a notice was published in the CDA press twice. During the public comment period, KCATT will be reviewing it, and KMPO will be bringing back a recommendation in September, after the public comment period closes, for adoption.

Mr. Westlund asked about long-term maintenance costs of projects and road improvements; there was discussion over the parameters of what is ITD's and what is the local jurisdictions responsibility in terms of due diligence, operating and maintaining and who funds what during the project's useful life.

8. Public Transportation (Informational Items Provided to KMPO)

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a. Kootenai County Transit Report – Kootenai County Public Transportation Staff

Mr. Miles provided the report for the board, as Chad Ingle, Kootenai County, was unable to attend. Ridership for the fixed route showed a 24% increase over last year this month and a 4% increase for the fiscal year. For paratransit, there was a 10% increase over last year this month and a 12% decrease for the fiscal year. Mr. Miles reported that the DOT published a DBE (Disadvantage Business Enterprise) Final rule in order to modernize and streamline the DBE Program regulations. This change will impact reporting and classification requirements for Citylink's DBE program, and they are working on revising that program to meet the new regulations. For recent transit presentations, Kootenai County Public transportation was able to conduct a presentation about public transportation services in the area to the Idaho State Veterans Home in Post Falls on August 6 and will also be presenting to the Orchard Ridge Senior Living on August 22nd.

b. Coeur d’Alene Tribe Rural Transit Report

Mr. Alan Eirls, Coeur d’Alene Tribe, reported on the aging of the fleet; the maintenance repairs of the buses have increased substantially. They are having issues getting parts and buses themselves. Orders for buses need to be placed about 2 years in advance of needs. Mr. Eirls reported they are waiting on an agreement with FTA for the funding of the 4 new buses they have ordered. He also reported that this summer they have supported the “Rocking the Rez” program, which ends in September; there has been an increase in ridership, overall. They are looking to hire a new mechanic. He reported that they have 2 grants that are pending and should be approved soon and will provide a decent pool of capital for maintenance and purchasing. He also reported on the side of equipment; they are in the process of adding new camera systems that provide full coverage views of the bus, as well as its surroundings. This will cost about \$70,000.

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

Mr. Miles reported that he had nothing more to add than what was included in the memo in the board’s packet (all points covered previously during the meeting).

10. Board Member Comments

Mr. Bruce Mattare commented that he appreciated the questions and discussions that stemmed from Mr. Shafer and Mr. Westlund during the meeting.

11. Next Meeting – September 12th, 2024

Chairman Christensen motioned to adjourn the regular meeting of the Kootenai Metropolitan Planning Organization Policy Board on August 8th, 2024, and with no objections, the meeting was adjourned at 2:44 p.m.

Kate Williams
Signature on File

Recording Secretary