



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

November 21, 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 September 12th, 2024, Meeting Minutes – Action Item**
4. **Public Comments** (limited to 3 minutes per person)
5. **KCATT Recap & Recommendations – Michael Lenz**
 - a. Recap of Activities –October 22nd, 2024 meeting
6. **Administrative Matters**
 - a. September, 2024 KMPO Expenditures – **Action Item**
 - b. October, 2024 KMPO Expenditures – **Action Item**
 - c. November 2024 Financial Snapshot
 - d. Approval of KMPO Board and KCATT Meeting Dates for 2025 – **Action Item**
 - e. KMPO 2025-2031 Transportation Improvement Program (TIP) Amendment Requests: **Notification**
7. **Other Business**
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 – December 12th, 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

MEETING MINUTES

Kootenai Metropolitan Planning Organization
Regular Board Meeting
November 21, 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
Phil Cooper	Worley Highway District
Bruce Mattare, Vice Chairman	Kootenai County
Graham Christensen, Chairman	East Side Highway District
Steve Adams	Lakes Highway District
John Hodgkins	City of Rathdrum
Dan Gookin	City of Coeur d'Alene

Board Members Absent:

Damon Allen	ITD, District 1
Jim Kackman	Coeur d'Alene Tribe
Randy Westlund	City of Post Falls

Staff Present:

Glenn Miles	Executive Director
Ali Marienau	Transportation Planner
Kate Williams	Administrator

Attendees:

Chad Ingle	Kootenai County
Rob Beachler	ITD
Terry Werner	LHTAC
Robert Seale	City of Post Falls
Michael Lenz	Post Falls 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 1:31 p.m.

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 September 12th, 2024, Meeting Minutes – Action Item

Mr. Christensen called for a motion to approve the September 2024 meeting minutes as presented.

Mr. Bruce Mattare motioned to approve the minutes as presented. Mr. Phil Cooper 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, Chairman

a. Recap of Activities from October 22nd, 2024 meeting

Mr. Michael Lenz provided updates on various KCATT member projects: Mr. Eric Shanley, Lakes Highway District, reported they are moved into their new operations center located at 17783 Pope Road, Hayden ID, 83858. He also reported they have three new developments that are continuing to pave roughly two miles of roads, including a turn lane on Chilco Road. They are working on design for the Diagonal Road reconstruction project, which is planned to go to bid in February 2025. The UP Railroad/Old Highway 95 railroad bridge project is in the design phase. Mr. David Callahan, Kootenai County, reported that the county is working on updating their comprehensive plan; the first round of data is collected and being reviewed by the Planning commission for approval. The next step is public comment. Mr. Callahan asked KCATT for their input so that the new plan would be more closely aligned with the local jurisdiction's master plans. Mr. Kevin Jump, City of Rathdrum, reported that the section of Meyer Road (between Boekel Rd. and Nagel Ln.) has reopened. Mr. Kevin Howard, Worley Highway District, reported that the Cougar Gulch Road project is complete, and the Rockford Bay Road/Loff's Bay Road intersection is complete. Mr. Ben Weymouth, Eastside Highway District, reported the Canyon Road Bridge project is in its final design review. Mr. Michael Lenz, Post Falls Highway District, reported the Beck Road rehab project was completed, and the Spokane River Bridge project is completed, as well. In response to a question asked by the board at the previous meeting, Mr. Lenz explained that the Lancaster/Huetter roundabout project was in progress. They had been waiting on an agreement with Avista to relocate powerlines, and this agreement was just approved by the Post Falls Highway District and the Lakes Highway District commissioners. Once Avista executes the agreement, Avista can order the steel poles needed to replace the current wood ones. This means construction could start on the roundabout as soon as summer 2025.

6. Administrative Matters

a. September 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.

Mr. Bruce Mattate made the motion to approve the September 2024 expenditures as presented; Mr. Phil Cooper seconded the motion, which passed unanimously.

b. October 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, plus the annual payment to ICRMP for insurance premiums.

Mr. Bruce Mattate made the motion to approve the September 2024 expenditures as presented; Mr. Phil Cooper seconded the motion, which passed unanimously.

c. November 2024 Financial Snapshot

Mr. Miles reported that KMPO is in good financial standing, and explained that the income shown for the month was the assessments being paid to KMPO by the local jurisdictions. He also noted that KMPO will be paying the annual payment for INRIX's traffic data and that cost, of \$34,000, is split with ITD.

d. Approval of KMPO Board and KCATT Meeting Dates for 2025 – Action Item

The meeting dates were reviewed and accepted. Chairman Christensen called for a motion to approve the 2025 meeting dates.

Mr. Phil Cooper made a motion to approve the KMPO Board and KCATT Meeting Dates for 2025; Mr. Steve Adams seconded the motion, which passed unanimously.

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

Mr. Miles reported that, at the time the packet was sent, there were no amendments that had been submitted, but KMPO had received two in the past few days that he wanted to mention to the board.

The first amendment that Mr. Miles reported on was 2025-2031 KMPO TIP Amendment # 1 and 2024-2030 KMPO TIP Amendment #22. This request by ITD is to move KN 10005 CN to FY 2025. The Idaho Transportation Department (ITD) is requesting modifications to the recently approved 2025-2031 Transportation Improvement Program (TIP). The amendment modifies KN 10005 construction funding from FY 2024 into FY 2025 in the amount of \$45,000,000 and the overall project in the amount of \$58,124,000 by using Federal Railroad Administration (FRA) CRISI funding for project construction. Funding adjustments for this project are being provided for obligation action in FY 2025.

The second amendment that Mr. Miles reported on was the 2025-2031 KMPO TIP Amendment # 2 Decision by ITD to move KN 24395 I-90, U.S 95 Interchange Construction into Preliminary Development. The Idaho Transportation Department (ITD) has notified KMPO of a recent decision to move KN 24395 I-90, U.S. 95 Interchange construction funding contained in the 2025-2031 Transportation Improvement Program (TIP) into Preliminary Development. The amendment modifies KN 24395 by moving construction funding from FY 2026, FY 2027 and FY 2028 into Preliminary Development (Unfunded Program) in the amount of \$85,350,000.

7. Other Business

No other business was presented at the meeting.

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 reported that Citylink's fixed route saw an 18% increase in ridership for October 2024 vs 2023; paratransit saw a 14% decrease over the last year. He reported that transit is working on their National Transit Database reporting, which includes data on financials, operations, assets, and condition of the transit system. Mr. Ingles reported that the Strategic Service Plan started phase two in October. This included community ride alongs with city planners, city administrators, engineers and city council members. They are planning another round of sessions to get feedback and encourage community engagement. Transit has been awarded two grants from ITD: a 5310-service grant to support ongoing transportation services for seniors and individuals with disabilities, and a 5339 grant for purchase of replacement paratransit busses. The 5339 grant needs to go before the County Commissioners for approval before it can be executed. Mr. Ingles reported that they have finalized and installed the bus shelters at Panhandle Health and Huetter Road and Seltice Way. He reported that transit has finalized their MOU with ITD, KMPO and Kootenai County, which was the final item needed to close out their tri-annual review.

b. Coeur d'Alene Tribe Rural Transit Report

Mr. Ingle gave this report on behalf of Mr. Alan Erlis, who was unable to attend. He reported they are managing a driver shortage, and that they have three busses that have been wrapped and radios installed; once registration comes back, they will be able to go on route.

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

Mr. Miles reported that there are a few projects going out for construction soon, including the Ramsey Road extension. This project just went out to bid and by the next KCATT meeting we should know what the bid is. He also gave an update on the Prairie Trail Pedestrian underpass, which is in final design with a meeting coming up soon to discuss. This will go out to bid once the design is finalized. Mr. Miles reports that he is in the process of working with a few other MPOs to find additional carbon reduction funds for the Prairie Trail underpass project. He reported that the Rathdrum Prairie PEL study has been ongoing for the past year and a half. The study just completed a few rounds of public comment, and HDR (the firm conducting the study) will be presenting the data

they have thus far to the KMPO board at the December meeting. Mr. Miles reported that the functional classification amendments that the KMPO board approved previously this year are ready for ITD, who is now starting their functional classification update process. He reported that KMPO has put the call for STBG projects out to the local jurisdictions, with a deadline of December 13th. He will bring the list to KCATT in January to be reviewed and scored, and then before the KMPO board for prioritization.

10. Board Member Comments

There were no comments made by the board.

11. Next Meeting – December 12, 2024

Mr. Christensen motioned to adjourn the regular meeting of the Kootenai Metropolitan Planning Organization Policy Board on November 21, 2024, and with no objections, the meeting was adjourned at 1:52 p.m.

Kate Williams *Signature on file*

Recording Secretary