



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

February 13th, 2025 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 December 12th, 2024, Meeting Minutes – Action Item**
4. **Public Comments** (limited to 3 minutes per person)
5. **KCATT Recap & Recommendations – Robert Palus, KCATT Chair**
 - a. Recap of Activities –January 28th, 2025 meeting
 - b. STBG Scoring Recommendation
6. **Administrative Matters**
 - a. December 2024, January 2025 KMPO Expenditures -- **Action Item**
 - b. February 2025 Financial Snapshot
 - c. FY 2024 Financial Audit Reports For Acceptance- **Action Item**
 - d. Updated Engagement Letter Hawley-Troxell-**Action Item**
 - e. KMPO 2025-2031 Transportation Improvement Program (TIP) Amendment Requests: **Notification**
 - i. **Amendment # 3** :Request by the Local Highway Technical Assistance Council (LHTAC) to increase funding for KN 20378 and KN 22875
 - ii. **Amendment #4**: ITD modification to realign funding on two projects in FY 2025 in advance of bidding for KN 24305 and KN 24306, I-90, SH-41 to U.S. 95
 - iii. **Amendment #5**: Modification to KN 12310 Ramsey Road Extension – Wyoming to Lancaster increasing local participation on the project after bid award.
 - iv. **Amendment #6**: Modification to KN 23349 ALT ROUTE HUETTER BYPASS, NEPA STUDY, KOOTENAI CO.
7. **Other Business**
 - a. **STBG Scoring Results- Action Item**
 - b. 2025 Safety Performance Targets & Review-Informational
8. **Public Transportation (Informational Items Provided to KMPO) - Informational**

KMPO is not the Designated Recipient of FTA Funding for the provision of transit Service in Kootenai County. These presentations and informational items are provided as a service to the public and to local jurisdictions. Questions related to service, schedules, or concerns should be directed to Kootenai County or the Coeur d' Alene Tribe.

 - 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 – March 13th, 2025**
12. **Adjournment**

For special accommodation/translation services, call 1.208-930-4164, 48 hours in advance. KMPO assures nondiscrimination in accordance with Title VI of the Civil Rights Act of 1964, and Civil Rights Restoration Act of 1987 (P.O. 100.259) and the Americans with Disabilities Act.

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
February 13, 2025
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
Corinne Johnson (alternate)	Worley Highway District
Bruce Mattare, Vice Chairman	Kootenai County
Graham Christensen, Chairman	East Side Highway District
Steve Adams	Lakes Highway District
Damon Allen	ITD, District 1
Jim Kackman	Coeur d'Alene Tribe
Randy Westlund	City of Post Falls
Dan Gookin	City of Coeur d'Alene

Board Members Absent:

John Hodgkins	City of Rathdrum
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Staff Present:

Glenn Miles	Executive Director
Ali Marienau	Transportation Planner
Kate Williams	Administrator

Attendees:

Rob Beachler	ITD
Terry Werner	LHTAC
Robert Palus	City of Post Falls
Donna Montgomery	Citizen
Monty Montgomery	Citizen
Chad Ingle	Kootenai County
Angela Sieverding	East Side 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.

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 December 12th, 2024, Meeting Minutes – Action Item

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

Mr. Steve Adams 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)

Mr. Robert Kleinjans, Hayden Lake, addressed the KMPO board about a plan by the City of Hayden Lake to create a one-way road on Lakeview Drive, near Miles Ave. This is near where he lives, and he stated his opinion that creating a one-way will not be beneficial to those in the area. He asked who it would be best to speak to about this road change. Mr. Miles explained that KMPO was not directly involved in the management or operational controls of local roads and encouraged him to reach out to Lakes Highway District, as that road is in their jurisdiction.

5. KCATT Recap & Recommendations – Robert Palus, Chairman

a. Recap of Activities from January 28th, 2025 meeting

Mr. Robert Palus introduced himself as the 2025 chairman for KCATT and stated that Mr. Eric Shanley, Lakes Highway District, is serving as the vice-chair. He reported about various jurisdictional projects that were reported on at the KCATT meeting. ITD updated KCATT on the I-90/SH 41 interchange project; they are currently working on pedestrian work, with plans in March to move forward with SPUI portion of the interchange. ITD anticipates closing the westbound off ramps in March and directing traffic to the detour route that will use Seltice Way. Work is being done intermittently on the SH 53/Pleasant View Rd. interchange; ITD is coordinating with BNSF to obtain a railroad crossing closure the beginning of March 2025. The I-90 (SH-41 to US-95) project is planned to be advertised March, with plans for construction in the summer of 2025. ITD will hold a public comment open house for the I-90 US-95 Interchange Project on March 5th at the CDA Inn Best Western. Lakes Highway District reported that they received a \$14.5 million grant for the BNSF railway crossing at Brunner Road. The City of Hayden reported they will be holding a pre-construction meeting at the end of January for the Ramsey Road extension project. The City of Rathdrum reported they are working on design work for the Lancaster Ave./Meyer Road intersection project. The City of Coeur d'Alene reported they are working on their Government Way Signal upgrade project. Post Falls Highway District is working on bids for the Hayden Ave./Meyer Road Intersection. They also are meeting with the City of Post Falls to discuss the funding shortfall for the Prairie Trail Pedestrian Underpass. East Side Highway district is working on winter maintenance items. The City of Post Falls is anticipating Seltice Way between Chase Road and McGuire Road to be under construction this summer. Mr. Palus reported that Ms. Ali Marienau, KMPO, gave KCATT the 2025 update on Safety Performance Measures and Targets. She reviewed the data for KCATT that will be presented to the KMPO board under agenda item 7b.

b. STBG Scoring Recommendation

Mr. Palus presented the KCATT recommendation for the STBG Scoring results. He reported that two jurisdictions had submitted projects for KCATT to score, and that the City of Coeur d'Alene's project (15th Street, Harrison Ave. to Best Ave.) scored highest.

After discussion of the scoring process and the projects in question, KCATT voted unanimously for a recommendation that the KMPO board accept the STBG Scoring Results as presented by KMPO, and prioritize the City of Coeur d'Alene project.

6. Administrative Matters

a. December 2024, January 2025 KMPO Expenditures – Action Item

Mr. Glenn Miles reported that KMPO received their 2024 financial audit from the accounting firm of Magnuson, McHugh & Dougherty, and had paid the bill on that account. KMPO also paid for their annual subscription for the travel demand software (VISTRO) used for modeling.

Mr. Randy Westlund motioned to approve expenses for December 2024 and January 2025, as presented. Mr. Jeff Tyler seconded the motion, which passed unanimously.

b. February 2025 Financial Snapshot

Mr. Miles reported that KMPO is in good standing and that all accounts are up to date. He stated he is planning to give a more in-depth financial report on KMPO to the board in April.

c. FY 2024 Financial Audit Reports for Acceptance- Action Item

Mr. Miles offered the board a printed and bound version of the KMPO 2024 financial audit that was created by the accounting firm of Magnuson, McHugh & Dougherty. He reported that the audit had no major findings and that overall KMPO is in good financial standing.

Mr. Jeff Tyler motioned to accept the report as presented. Mr. Randy Westlund seconded the motion, which passed unanimously.

d. Updated Engagement Letter Hawley-Troxell-Action Item

Mr. Miles reported to the board that the previous legal counsel representative for KMPO has retired and that the firm has merged with Hawley-Troxell. A new updated letter of engagement was created to reflect the new name of the legal firm and to identify the new attorneys that will represent KMPO.

Mr. Bruce Mattare motioned to accept the new engagement letter with Hawley-Troxell as presented. Mr. Randy Westlund seconded the motion, which passed unanimously.

e. KMPO 2025-2031 Transportation Improvement Program (TIP) Amendment Requests: Notification

i. Amendment # 3: Request by the Local Highway Technical Assistance Council (LHTAC) to increase funding for KN 20378 and KN 22875

Requests by the Local Highway Technical Assistance Council (LHTAC) to increase funding for two currently programmed projects. The first amendment for KN 20378 Huetter Rd UP Railroad Crossing, increases the PE/Utility phase cost of the project by \$400,000 with a life time project cost now estimated at \$420,000. The second amendment modifies KN 22875 Lancaster-Huetter Road Roundabout, increasing the utilities cost of the project by \$266,852 with a life time project cost now estimated at \$2,765,812.

ii. Amendment #4: ITD modification to realign funding on two projects in FY 2025 in advance of bidding for KN 24305 and KN 24306, I-90, SH-41 to U.S. 95

Decision to re-align funding for two projects in FY 2025 in advance of project bidding. Both projects are currently within the approved 2025-2031 Transportation Improvement Program (TIP), KN 24305 and KN 24306 I-90, SH-41 to U.S. 95 Interchange.

iii. Amendment #5: Modification to KN 12310 Ramsey Road Extension – Wyoming to Lancaster increasing local participation on the project after bid award.

Request to add \$746,541.00 in local participation to KN 12310 Ramsey Road Extension – Wyoming to Lancaster. This will increase the lifetime costs of the project to \$14,986,517 to match the bid awarded project costs.

iv. Amendment #6: Modification to KN 23349 ALT ROUTE HUETTER BYPASS, NEPA STUDY, KOOTENAI CO.

A request to modify KN 23349 Alt Route Huetter Bypass, NEPA Study, revising the name and the scope of work. The project name and scope are being revised to reflect conducting a Planning and Environmental Linkage (PEL) Study prior to entering into NEPA process. The revised name is RATHDRUM PRAIRIE PEL STUDY, KOOTENAI CO, with no beginning or ending milepost as it covers multiple roads in the study area.

7. Other Business

a. STBG Scoring Results- Action Item

Ms. Marienau presented the board with the Service Transportation Block Grant (STBG) application results. Two applications were submitted to KMPO by the December 13th deadline. One from the City of Coeur d'Alene and one from the City of Post Falls. KMPO created a scoring packet with the applications that was sent out to KCATT for review. Five agencies returned scores. KMPO then tallied the scores and adjusted to the scoring, to ensure scores did not exceed maximum points for each category. Scores outside one standard deviation from the average were eliminated, in order to remove any outliers that may skew the results. The City of Coeur d'Alene project- 15th Street (Harrison Ave. to Best Ave.) received a score of 102. The City of Post Falls-5 Lanes from Cecil Ave to Greensferry Road scored 87.3. These scores were reviewed at the January KCATT meeting and a recommendation was given to present the KMPO board with the results; the City of Coeur d'Alene project should have priority if additional funds become available, with the City of Post Falls project in second place for funds.

Mr. Randy Westlund motioned to accept the STBG Scoring Results as presented and give priority to the City of Coeur d'Alene 15th Street Project (Harrison Ave. to Best Ave.). Mr. Steve Adams seconded the motion, which passed unanimously.

b. 2025 Safety Performance Targets & Review-Informational

Ms. Marienau, KMPO, presented an update for the KMPO board on the Safety Performance Metrics for Kootenai County (visuals of graphs presented were included in the meeting packet). Ms. Marienau presents an update to the board twice a year, this being the first presentation for 2025. ITD has updated their safety targets for 2025, with no significant changes from prior years targets. She reported that Kootenai County is meeting ITD safety targets for the five performance measures that are tracked. KMPO has specifically been looking at fatalities and contributing factors; in 2024, Kootenai County had 11 fatal crashes with the main contributing factors being failure to maintain lane, alcohol impaired, inattention, speeds too fast for conditions and driving left of center. She made a note that 'failure to obey signal' is a factor that is continuing to appear more over the last four years, now appearing in the top 10 contributing factors. Kootenai County's most harmful events category did not report any fatal crashes that involved a pedestrian or a bicyclist in 2024. On SH-58, there were two fatal crashes within the three miles between the Washington state line and the Coeur d'Alene Casino, creating a high crash-to-VMT ratio there.

There was some discussion over various roads in the county and circumstances around the fatal crashes and if these are happening due to road design flaws or operator errors. Ms. Marienau stated she could look deeper into the data on the two crashes that occurred on SH 58.

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 on behalf of Kootenai County. The fixed routes saw a 28% increase for the month compared to this month last year. The month of February saw a 21% increase for the fiscal year. Paratransit services saw a 17% decrease, compared to last year, and a 15% decrease for the fiscal year. They have finalized their reporting for Federal Transit, and completed the required updates for the Disadvantaged Business Enterprise (DBE) Program. He reported the county has updated their agreement with Kootenai Truck and Auto Repair for providing maintenance and repair on the transit vehicles, with a term of three years. They are currently preparing the annual report for FTA's Drug and Alcohol Management Information System, or DAMIS, which is due by March

15. He reported they will have a site visit from ITD on July 23rd, with all required documentation due to ITD by May 23rd. Mr. Ingle reported transit is in the process of developing the program of projects for the fiscal year 2026 through 2030. Once finalized, it will be submitted to the Board of County Commissioners for approval, along with a request to publish the public hearing notice in the newspaper. Once approved, it will be incorporated into the Transportation Improvement Plan, and then subsequently into the State Transportation Improvement Plan.

b. Coeur d’Alene Tribe Rural Transit Report

Mr. Ingle reported on behalf of Mr. Alan Erlis. Rural transit is working through a driver shortage and is currently focused on winter conditions.

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

Mr. Miles provided his director’s report. The Urban Balancing Committee met the previous week in Boise, and discussed moving projects around to get some additional funds for the Prairie Trail Pedestrian Underpass project. Urban Balancing Committee will be meeting this week with upper management to discuss if any additional carbon funds are available to expend. The City of Post Falls has made a commitment to an elementary school that will be impacted by the Chase Railroad Crossing project to hold off on work during the school year. KMPO is working to swap this project with another metropolitan area so that the other MPO project can move forward this year and the Chase Railway Crossing project will be postponed until next year with construction in June 2026 rather than while school is in session. KMPO should know more by April. Mr. Miles reported he had received some information regarding the Executive Orders on funding the formula funds. As of late last week, the formula funds will not be part of the freeze in terms of project funding, so projects that are currently under grant contract, will be able to move forward. The federal government did pull the Notice of Funding Opportunities for a range of federally competitive grants and are redoing the criteria for the selection of projects. The Notice of Funding Opportunities will be reposted when those revised criteria get published.

10. Board Member Comments

Mr. Jeff Tyler, Post Falls Highway District, commented that the district has just implemented a new program that would allow employees to opt out of district supplied health care benefits, and in return receive 50% of the saved funds as cash. The other 50% is retained as savings by the district. According to Mr. Tyler this might be an option for any taxing district to save on health care costs. If anyone is interested in learning more about the program they have implemented, please reach out to Post Falls Highway District.

11. Next Meeting – March 13th, 2025

Mr. Christensen motioned to adjourn the regular meeting of the Kootenai Metropolitan Planning Organization Policy Board on February 13th, 2025, and with no objections, the meeting was adjourned at 2:43 p.m.

Signature on file _____

Recording Secretary