



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

July 10th, 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 Meeting Minutes – Action Items**
 - a. Approval of Revised May 8th, 2025 Meeting Minutes
 - b. Approval of June 12th, 2025 Meeting Minutes
- 4. Public Comments** (limited to 3 minutes per person)
- 5. KCATT Recap & Recommendations – Robert Palus, KCATT Chair**
 - a. Recap of June 2025 KCATT Meeting
 - b. KCATT Recommendations (See 7a and 7b)
- 6. Administrative Matters**
 - a. June 2025 KMPO Expenditures – **Action Item**
 - b. July 2025 Financial Snapshot - Information
 - c. KMPO Operating By-laws – **Action Item**
- 7. Other Business**
 - a. Federal Functional Classification Map Update – Revisions – **Action Item**
 - b. Post Falls Sub-Area Model Land Use Adjustments – **Action Item**
- 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 – August 14th, 2025**
- 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
May 8th, 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
Phil Cooper	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
Randy Westlund	City of Post Falls
Tom Shafer	City of Hayden
Jim Kackman	Coeur d'Alene Tribe
John Hodgkins	City of Rathdrum

Board Members Absent:

Dan Gookin	City of Coeur d'Alene
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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
Michael Lenz	Post Falls Highway District
Angela Comstock	JUB
Jerry Wilson	ITD

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 was approved unanimously.

3. Approval of March 13th, 2025, Meeting Minutes – Action Item

Mr. Christensen called for a motion to approve the March 2025 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 3 minutes)

No public comments were made.

5. KCATT Recap & Recommendations – Robert Palus, Chairman

a. Recap of Activities from April 22nd, 2025 meeting

Mr. Palus presented an update on various jurisdictional projects that were shared at the KCATT meeting. ITD reported that the I-90/SH-41 interchange project will have concrete paving occurring until mid-June. Fourth of July Pass has reduced lanes in both directions. Mr. Marvin Fenn, ITD, gave an update on this project at the request of the board: ITD is doing mill and inlay resurfacing on I-90, from Wolf Lodge to Cedars Maintenance site, which has not been done for about 22 years; they are also fixing drainage items and replacing guardrails; this is planned to be a two-year project impacting the capacity and lanes of the pass. The I-90 widening project (SH 41 to US 95) will be split into two projects when put out to bid. The SH 53 and Pleasant View Road Interchange project has had a delay with turning on the temporary light at Prairie Ave.; they are working with BNSF to get it working. Kootenai County reported they are working on a county road standard and requested input from KCATT. The city of Rathdrum reported they were having traffic light issues at SH-41/Lancaster Rd. The city is also moving forward with the Lancaster Rd./Meyer Rd. roundabout, and are working on their ADA transition plan. The city of Coeur d'Alene reported they are making progress on their Government Way signal and ADA improvement project. Post Falls Highway District reported the Prairie Ave. widening project (Meyer Rd. to SH 41) was advanced to 2026, dependent on the right of way acquisition being completed. They are planning for the Prairie Trail Pedestrian Underpass to be constructed at the same time as the widening project. The U.P. railroad crossing at Idaho Road is scheduled for work to be completed in July. Worley Highway District reported the Rockford Bay Road/Belgrove Creek crossing project should begin in August. East Side Highway District reported they had emergency work on River Road to keep water off the roadway, due to weather, and reported they are working on an update to the Associated Highway Districts standards. The city of Post Falls gave an update on the BNSF/Chase Road project; grant funds are being transferred between this project and the Prairie Trail Underpass project. The city is also working on their transportation master plan update.

Mr. Palus reported that KCATT was given an update by KMPO on the PEL study. The team is working on some changes to the evaluation criteria so they can identify which alternatives should be moved from phase two into phase three. On May 1st, KMPO held a non-motorized transportation roundtable. Mr. Palus reported that KCATT was given notification of Federal Transit Administration section 5310 grant dollars being available for application through the middle of May. KCATT was given a presentation from ITD on the I-90/US-95 single point urban interchange project.

Mr. Phil Cooper made a comment that Worley Highway District has moved the Rockford Bay Road/Belgrove Creek crossing project back to September, due to concerns from local residents about access to nearby restaurants and the boat launch.

6. Administrative Matters

a. March 2025 and April 2025 KMPO Expenditures – Action Item

Mr. Glenn Miles reported that KMPO had routine expenses reported, with the addition of paying for their annual membership to CAGTC (Coalition for America's Gateways & Trade Corridors), and is in good financial standing.

Mr. Bruce Mattare motioned to approve expenses for March and April 2025, as presented. Mr. Randy Westlund seconded the motion, which passed unanimously.

b. May 2025 Financial Snapshot

Mr. Miles reported that KMPO is in good standing and that all accounts are in good position for the year. He stated all invoices for March and April have been submitted to ITD, and KMPO expects payment for March this week and April to be paid the week after.

c. KMPO Office Space Update - Action Item

Mr. Miles gave an update to the board on the current KMPO office space. At the previous board meeting, the board had agreed for Mr. Miles to research buying the office space KMPO is currently located in, as well as look

into the cost to relocate to a new leased space. Mr. Miles has been in conversations with the property owner and they are willing to sell to KMPO off-market, otherwise they will list it for sale in late May or June. Mr. Miles had provided the board with a memo with a table breaking down the pricing for comparable leased office spaces in Hayden and Coeur d'Alene and what the purchase of the KMPO office space would look like. During Mr. Miles research, he was told that leased office space is at a premium in the area and the cost is projected to keep increasing.

The current office space is in acceptable shape, needing only minor maintenance to bring it up to date. Purchasing the space would provide a stable cost to budget for, and would be an asset to all the local jurisdictions if the KMPO board were ever to liquidate the space. KMPO operates under a federal grant and the local contribution is only about 7% of the budget. The grant will cover a substantial portion of the annual amount. Mr. Miles spoke with the bank about a commercial 15-year loan period. After reviewing the options and contributing factors, it was Mr. Miles recommendation that the KMPO board pursue acquisition of the office space. There was some discussion over various costs associated with owning the space. Mr. Miles stated the main maintenance the office space needs is new carpet. All other building maintenance expenses are included in the HOA and would be calculated into the cost of ownership. Mr. Miles explained there would be additional assessment from each jurisdiction to cover their percentage of the downpayment. It would be the same percentage that they pay annually to KMPO.

Members of the board weighed in on the pros of owning and having a stable cost versus the potential for increases to rent and interest rates. Board member Tyler voiced opposition to the purchase of the office space by KMPO. He commented that the cost to purchase the office space was too "exorbitant" and that finding a cheaper leased space made sense financially. The board agreed that KMPO is a conservative organization and that, in the long run, the purchase of the office space would be prudent in keeping costs low. Chairman Graham Christensen verified that the purchase of property is allowed under KMPO's joint powers agreement and the bylaws. Mr. Miles confirmed that it is. Mr. Tyler indicated that it was his understanding that Ada county's MPO (COMPASS), was housed within the Ada County Highway District. Mr. Miles stated no, COMPASS owns their own building.

Mr. Bruce Mattare motioned to authorize KMPO to begin the process of purchasing the office space it currently occupies. Mr. Phil Cooper seconded the motion, which passed with 9 (nine) votes Yes, and 1 (one) vote No from Mr. Jeff Tyler.

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

- i. Amendment #8: Modification to KN 22875; LANCASTER & HUETTER ROUNDABOUT increasing SAFETY – High Risk Rural Road funding.

The Local Highway Technical Assistance Council (LHTAC) has requested an additional \$603,712 in Safety – High Risk Rural Road funding to KN 22875 Lancaster & Huetter Roundabout to match the engineer's estimate for construction, in order to proceed to bid. This increases the lifetime costs of the project to \$3,456,707.

- ii. Amendment #9: Modifications to KN22875 – Huetter- Lancaster Roundabout

The Local Highway Technical Assistance Council (LHTAC) has requested a reallocation of Safety – High Risk Rural Road funding within KN 22875 Lancaster & Huetter Roundabout to match the engineer's estimate for construction, in order to proceed to bid.

- iii. Amendment #10: Modifications to KN24353 – Kidd Island Rd Phase 2

The Local Highway Technical Assistance Council (LHTAC) has requested an increase in engineering, design and oversight funding (PC/PL) in the amount of \$100,000 in STBG Local Rural funding for KN 24353 Kidd Island Bay Rd Phase 2.

- iv. Amendment #11: Modifications to K19955 Chase Rd Railroad Crossing and KN 24398 Prairie Trail Underpass- **Action Item**

KMPO is requesting an amendment to the FY 2025-2031 Transportation Improvement Program to re-align funding between two projects, in order to advance and consolidate funding for construction of the regionally-significant Prairie Avenue widening project, from Meyer Rd. to SH-41; it is the last remaining section of two-lane road between U.S. 95 and SH-41. The original Prairie Avenue project was selected and approved for construction in 2028. Since that time, KMPO was able to obtain Federal Carbon Reduction funds to support a pedestrian/bicycle Prairie Trail underpass of Prairie Avenue, just west of Meyer Road. The underpass project is an FY 2025 project, with intent to construct the underpass in advance of the subsequent widening project in 2028. Since both of these two projects were programmed, ITD has completed SH-41 widening, is constructing the SH-41 Interchange, and is on track to go out for bids on the 8-lane widening (4 in each direction) of Interstate 90, from U.S. 95 to SH-41. These multi-year construction projects are expected to result in more trip diversions to local roads and streets. This is expected to include more local and regional traffic moving onto Prairie Avenue. This necessitates the need to re-align funding to accelerate Prairie Avenue widening along with the bicycle/pedestrian Prairie Trail Underpass. The Urban Balancing Committee approved advancing KN 23028 construction (Prairie Avenue) from FY 2028 to FY 2026, as a result of a delayed project elsewhere in the State. In addition, ITD has indicated an additional \$538,000 in Federal Freight Funds will be provided to the widening project. In coordination with the City of Post Falls and the Local Highway Technical Assistance Council (LHTAC), the City of Post Falls has agreed to delay construction of the KN19955 Chase Rd railroad crossing project and transfer the FY 2025 STBG funds (\$1,200,000) to KN 24398 Prairie Trail Underpass. LHTAC will work with the City of Post Falls in programming Federal Rail Crossing funds for the Chase Rd project. With this timing and realignment of funding, the intent is to obligate and bid both the underpass and widening projects together in the fall of 2025, with spring 2026 construction. This will complete Prairie Avenue three years ahead of schedule.

Mr. Randy Westlund made the motion to approve TIP amendment #11- Modifications to K19955 Chase Rd Railroad Crossing and KN 24398 Prairie Trail Underpass. Mr. Jeff Tyler seconded the motion, which passed unanimously.

7. Other Business

a. ITD I-90/US 95 Update Presentation –Notification

Joey Sprague, ITD, gave a brief update on the I-90/US-95 Interchange project. ITD held a public meeting on March 5th to present the public with the preferred design of a single point urban interchange (SPUI), along with four other proposed alternatives that ITD has been using to develop this project. The intended purpose of the project is to address the doubling of the traffic volume that ITD is projecting in the next 20 years in Kootenai County. Increasing capacity at the interchange will be designed to reduce backups onto I-90. ITD is widening I-90 from 2 to 4 lanes beginning this year, and are proposing to replace the existing US 95 interchange with a SPUI design, including an overpass of Appleway Ave. ITD has met with local business owners along Appleway Ave. gathering feedback on what the changes to this corridor might mean for local businesses. The planned SPUI would also include widening portions of US 95 (north/south) from 2 lanes in each direction to 3 lanes for a few blocks past the interchange. Taking all the various travel factors into account, there would also need to be adjustments made to 4th Street and Northwest Blvd. Mr. Sprague reported that ITD is taking all the public comments and feedback into consideration. The plan moving forward is to revisit other feasible alternatives and consider additional changes to the design based on public comment. ITD will then bring this project back to the public for additional feedback. There were some questions from the KMPO board about other viable alternatives, costs of the project, and the logistics of this project as a whole. The board expressed concerns over the efficiency of the SPUI design and asked if ITD was taking into account the PEL study and other major transportation projects that are planned for the area. Mr. Sprague reported that when ITD has answers to the most common questions and a plan moving forward they will host open houses to review the updated project with the public. This is anticipated to happen in late 2025.

b. Non-Motorized Non-Voting Position Advertised

Mr. Miles reported that KCATT has up to five non-voting positions available. KCATT has had success in the past with people representing bike/ped and freight. These positions bring valuable perspectives during discussion at KCATT regarding projects and planning. KMPO is looking for people with an interest in aviation, rail, bicycle, pedestrian, public transportation, trucking, freight, logistics, transportation, safety and security or enforcement that want to be a part of transportation advocacy. These positions hold a two-year term. The application can be found on the KMPO website and will be posted until May 22nd.

8. Public Transportation (Informational Items Provided to KMPO)

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

Mr. Miles read the report provided by the county. CityLink showed an 8% increase this month over last year, and 15% increase for the fiscal year. Paratransit showed 12% decrease from this month last year, and a 14% decrease for the fiscal year. Citylink has a purchase of service funding agreement with ITD before the Board of County Commissioners for providing senior individuals with disabilities transportation services. The grant covers the FY 26 purchase, a service of \$80,000 in grant funds with a \$20,000 match. The Public Transportation Agency Safety Plan has completed the annual review; the safety plan has received approval from the board. The plan addresses such things as safety performance, targets, management, policy, risk management, assurance and promotion.

b. Coeur d'Alene Tribe Rural Transit Report

Mr. Miles read the report provided by the tribe. He reported there is an agreement going before the Board of County Commissioners regarding the subrecipient agreement between Kootenai County and the Coeur d'Alene tribe, their partner when operating the fixed route service known as CityLink North. Under the terms of the agreement, the CDA tribe will continue to provide fixed-route service within the designated urbanized area consistent with the established routes and stops. The tribe is also responsible for all maintenance repair of the county owned fixed route transit vehicles used in the service delivery. Service delivery under this agreement is to commence October 1, 2025.

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

Mr. Miles provided his director's report. Outside of what is included in his written report, Mr. Miles reported that he and Ms. Marienau will be going to Washington DC next week to attend CAGTC meetings and participate in workshops and a couple of listening sessions. Congress is doing something new: they're trying to do a new transportation authorization bill a year in advance of the expiration of the IJA Act. They currently have their portals open for comments at the congressional level and also at the US DOT level for people to give their thoughts on how to improve the next transportation bill.

10. Board Member Comments

Mr. Damon Allan introduced the new IT board member appointed by the governor for District 1, Paul Franz. He will be in this position for the next 6 years. He also commented that AASHTO gave an update on what the budget cuts might look like for transportation. Mr. Miles will send that info out once he receives it.

11. Next Meeting – June 12th, 2025

Mr. Christensen motioned to adjourn the regular meeting of the Kootenai Metropolitan Planning Organization Policy Board on May 8th, 2025, and with no objections, the meeting was adjourned at 2:32 p.m.

Kate Williams *Signature on file*

Recording Secretary

MEETING MINUTES

Kootenai Metropolitan Planning Organization
Regular Board Meeting
June 12th, 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
Randy Westlund	City of Post Falls
Phil Cooper	Worley Highway District
Bruce Mattare, Vice Chairman	Kootenai County
Jim Kackman	Coeur d'Alene Tribe
John Hodgkins	City of Rathdrum
Marvin Fenn	ITD, District 1
Dan Gookin	City of Coeur d'Alene

Board Members Absent:

Tom Shafer	City of Hayden
Graham Christensen, Chairman	East Side Highway District
Steve Adams	Lakes Highway District

Staff Present:

Glenn Miles	Executive Director
Ali Marienau	Transportation Planner
Kate Williams	Administrator

Attendees:

Rob Beachler	ITD
Robert Palus	City of Post Falls
Terry Werner	Citizen
Jerry Wilson	ITD
Chad Ingle	Kootenai County
Greta Gissel	HMH

1. Call to Order – Bruce Mattare, Vice-Chairman

The regular meeting of the Kootenai Metropolitan Planning Organization Policy Board was called to order by Vice-Chairman Bruce Mattare at 1:31 p.m.

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

Board Member Jeff Tyler asked that the phrase “limited to non-agenda items” be removed from Item 3-May Minutes. This was an administrative error and was removed via a board vote last year. The minutes will be amended to remove this line.

Mr. Jeff Tyler motioned to amend the agenda wording moving forward. Mr. John Hodgkins seconded the motion, which passed unanimously.

3. Approval of May 8th, 2025, Meeting Minutes – Action Item

Vice-Chair Mattare called for a motion to approve the May 2025 meeting minutes as presented.

Board member Jeff Tyler asked that his comments in opposition to the purchase of the KMPO office space be added more clearly to the May 2025 KMPO Board meeting minutes.

Mr. Jeff Tyler motioned to amend the minutes as requested and resubmit them at the next KMPO Board meeting. Mr. Dan Gookin seconded the motion, which passed unanimously.

4. Public Comments (limited to 3 minutes)

No public comments were made.

5. KCATT Recap & Recommendations – Robert Palus, Chairman

a. Recap of Activities from May 20th, 2025 meeting

Mr. Palus reported that there were no KCATT recommendations to present to KMPO at this time. He presented an update on various jurisdictional projects that were shared at the KCATT meeting: ITD reported the I-90 widening project (between US 95 and SH 41) first phase (east) is out to bid currently, and phase two (west) package will go to bid in July. SH-53 and Prairie Ave. has a temporary signal that is in place and should be in operation in early June. There is ongoing paving work on SH-54. Mr. David Callahan, Kootenai County, reported that the Board of County Commissioners has approved to include the Comprehensive Plan update, which includes a park master plan, into their 2026 budget. Mr. Kevin Howard, Worley Highway District, gave an update on the status of the Greensferry guardrail project, which will go out to bid in June. He reported they are also working on their CIP for the next five years. Mr. Ben Weymouth, East Side Highway District, reported their asphalt overlays are half done for the year, and they have about two miles of chip seal and another overlay to still be completed. Mr. Palus, City of Post Falls, reported they are still conducting work on their transportation master plan, noting the city had noticed a lack of jobs being placed along the SH 41 corridor; there was discussion on how to reconcile between the city's Master Plan and the KMPO model numbers. Due to representatives from the City of Hayden and the City of Coeur d'Alene not being present at the KCATT meeting, it was decided to table any decisions about redistributing job placement from the county to SH 41.

KCATT discussed a regional pavement cut policy and had a presentation from Avista about their regional policy for Spokane County; it was decided to have a KCATT workshop to discuss a policy more in depth. ITD informed KCATT about House Bill 180 that was recently passed and adopted to promote reliable broadband and wireless connectivity in Idaho. If jurisdictions do not respond to requests in a timely manner, it's viewed as automatic approval to put in 5G or other facilities within the public rights of way. ITD strongly encouraged the jurisdictions to look at that house bill and see how it will impact their infrastructure and how they plan to manage it.

6. Administrative Matters

a. May 2025 KMPO Expenditures – Action Item

Mr. Glenn Miles reported that KMPO had routine expenses reported, with the addition of paying for staff travel expense to Washington DC to attend CAGTC (Coalition for America's Gateways & Trade Corridors), and a trip to Boise for a meeting with KMPO's attorney. KMPO is in good financial standing.

Mr. Dan Gookin motioned to approve expenses for May 2025, as presented. Mr. Randy Westlund seconded the motion, which passed unanimously.

b. June 2025 Financial Snapshot

Mr. Miles reported that KMPO is in good standing and that all accounts are in good position for the year. He stated all invoices for May have been submitted and accounts receivable is expected to be paid next week.

c. FY 2026 Draft Budget and FY 2025 Budget Update – Action Item

Mr. Miles included a memo in the board's packet with the drafts of the FY 2026 budget and the updated 2025 budget. As of May 31st, KMPO is 66% through the year and at 58.9% of expenditures overall, personnel at 64% and operations at 45%. Mr. Miles reported the lower maintenance operation costs are primarily due to the result of less need for professional services this year. He noted that the KMPO budget is expected to be \$20,000 less than last year due to a change in grant activities. The KMPO updated 2025 budget increased contractual services, payroll amounts remain the same as were originally budgeted, and slightly increased the maintenance and operations cost to cover legal fees associated with the operating bylaws being developed, as well as the loan instrument for the purchase of the KMPO office space. All the funds that are shown in the 2026 funding forecast are already programmed and available, with the carryover available throughout the year. Next year, KMPO's contributions and carry over of \$108,000 will be available. Financially, KMPO is in good position for next year, with an overall drop in budget. The cost-of-living increase is 3.5%. KMPO uses a cost-of-living approach, rather than an annual increase for longevity.

Mr. Jeff Tyler motioned to approve the FY 2026 Draft Budget and FY 2025 Budget Update, as presented. Mr. Dan Gookin seconded the motion, which passed unanimously.

d. KMPO Office Space Update

Director Miles reported the lease purchase agreement was signed previously this week for the purchase of the KMPO office space, with a tentative close date of August 15th, with a backup date of September 15th (dates scheduled the day after board meetings for final approval). Washington Trust bank is working with KMPO's legal representatives at Hawley Troxell Law in regards to the loan instrument. KMPO will be sending out the assessments to the local jurisdictions. The legal team is developing operating bylaws and Mr. Miles will send out a copy of that to the board members as soon as they are complete.

Mr. Dan Gookin, city of Coeur d'Alene, commented that the new loan instrument being used has only been in practice a few years. In the State of Idaho, an agency cannot go into debt without a vote of the people, and this loan structure is done so that the bank owns the entity until the debt is paid. It keeps the agency out of debt but also goes around a vote of the people, which he feels is not always the right move for agencies. Mr. Tyler, seconded this opinion and stated purchasing property didn't seem prudent for a governmental organization and that his district would have to find their assessment for this purchase from within their budget. Director Miles commented that the analysis of the local lease market showed that rates are continuing to climb and that spending thousands on a lease each year versus the return of equity in an owned property and the stability in cost to the budget made sense overall for taxpayers. There was discussion over various other properties owned within the local jurisdictions and if any of them might fit the needs of KMPO; it was concluded there were no options that worked.

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

i. Amendment #12: Modifications to two projects KN23052 KMPO and KN 20442 I-90/SH41

Interchange, providing for increases to funding. The KMPO Board approved FY 2025 Budget and Unified Planning Work Program provided for the increase in planning funds for KN 23052, which are now available as a result of the Congressionally approved Continuing Resolution that extends through the end of FY 2025 (September 30th). This administrative modification also increases funding (\$4,100,000) in Leading Idaho Funds (State funds) to cover change orders the project has incurred. The Leading Idaho Funds are from offsets from other Leading Idaho funded projects. These projects are currently within the program and the modifications do not materially change the intent of the project, which are to improve Interstate 90 and to identify existing and future development needs. The modifications are based on funding availability from previous decisions of the Idaho Transportation Department and by Congress to ensure funding is available to support existing project needs and development of future projects. These two projects have been through the required and concluded public involvement processes as part of the original programming to support the modifications.

- ii. **Amendment #13:** ITD request to decrease KN 10005 (SH 53/Pleasant View Intersection Improvements) in the FY 2025-2031 TIP by reducing a program year 2024 obligated project in the amount of \$1,042,733 in State System Fund support funds. This amendment decreases KN 10005 funding that was obligated in FY 2024 for construction. The State System Support funds were being used as additional match, which are no longer required.

7. Other Business

a. FY 2026 Unified Planning Work Program and 2026-2032 Transportation Improvement Program
Director Miles gave a brief overview of these two annual documents. KMPO will be updating the documents once the budget is approved by the KMPO board. The FY 2026 Unified Planning Work Program will begin on October 1, 2026, and Federal Highways and ITD have requested that KMPO have a draft to them by the end of July. The draft will first be taken before KCATT for review. The program will focus on completing the Metropolitan Transportation Plan (MTP) update and providing support to the Rathdrum Prairie Transportation Study (previously the Rathdrum Prairie PEL study). KMPO will continue to work with local jurisdictions as major developments and projects occur, providing modeling and technical assistance as needed. Mr. Miles commented that KMPO continues to use indirect data to identify challenges to the system or problem areas. KMPO was able to provide some traffic data to the City of Coeur d'Alene, in regards to speeding complaints from residents regarding Atlas Road and show that approach speeds at the intersection of Atlas Road and Hanley Road were within the range of 85th percentile.

Mr. Miles reported that the Transportation Improvement Program was on the agenda for the IT Board to approve at their meeting June 12th. The TIP will include funding for various large multiyear projects, such as the Wolf Lodge/Fourth of July Pass project, the I-90 West/East widening projects, the I-90 US 95 interchange (funds for right of way acquisition), ITD District 1 Port of Entry relocation and Truck Parking Study, and the Prairie Avenue Widening Project (not out to bid yet, but will have Freight funds in 2026). The 2026-2032 Transportation Improvement Program will be presented to the KMPO Board in July as a draft and then have a 30-day public comment period, with the expectation of adopting the TIP at the September board meeting.

8. Public Transportation (Informational Items Provided to KMPO)

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 Staff

Chad Ingle reported on behalf of public transit. There was a 22% increase for this month over the same month last year for fixed routes and a 16% increase for the fiscal year to date. Paratransit ridership has decreased by 12% compared to last year this month and is down 14% for the fiscal year. This trend appears to reflect broader changes in travel behavior, influenced by increased availability of transportation and shifts to the fixed route. Additionally, the loss of some long-time riders has also contributed to the decline in the demand. The Board of County Commissioners approved Citylink's purchase of service funding agreement with ITD for providing senior individuals with disabilities transportation services. The grant (5310) covers the FY 26 purchase of service of \$80,000 in grant funds with a \$20,000 match. The Board of County Commissioners also approved the subrecipient agreement between Kootenai County and the Coeur d'Alene Tribe to commence October 1, 2025. Under the terms of the agreement, the CDA Tribe will continue to provide fixed-route service within the designated urbanized area consistent with the established routes and stops. The Tribe will provide maintenance responsibilities for the busses. The Board of County Commissioners also approved the update to the purchase of service agreement with MV Transportation, which covers the management and operation of paratransit and demand response services. This amendment reflects a market rate adjustment of approximately 4%. Mr. Ingle reported they are preparing for an upcoming site visit with the Idaho Transportation Department, and that is scheduled for July 23rd. Public Transportation reported to the Board of County Commissioners the successful close out of five grant awards, which totaled over \$1.7 million in secured funding, all dedicated to the support of public transportation in the area. And

then lastly, he reported their team continues to focus on safety and training; this month's driver training focused on heat stress awareness and blood borne pathogen protocol.

Mr. Tyler asked about the wording on the meeting agenda (above *italicized*) for item 8, asking if this meant board members were to direct questions to the County or the CDA Tribe surrounding transit. Mr. Miles explained that questions are welcome during KMPO board meetings, but the KMPO does not hold liability for transit and that the reports that are given are courtesy of the county.

b. Coeur d'Alene Tribe Rural Transit Report

Mr. Ingle reported on behalf of the Tribe that they have begun their summer operations and are in the midst of their "Rockin' the Rez" program.

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

Mr. Miles reported that both I-90 widening project packages will be out to bid soon. The east package opening date is June 17th, and the west package opening date is July 1st. Mr. Miles reported he was able to meet with a local group called Kootenai Strong and discuss local transportation; he thanked board member Randy Westlund for being there to participate in the conversation. He noted that if there are any other groups that the board think might benefit from a transportation conversation, he is open to meet.

10. Board Member Comments

Mr. Tyler commented that a pedestrian was struck at the roundabout at Idaho Ave. and Poleline Ave. and asked if there might be better options around schools and other sensitive areas for roundabouts. He met with his director and some engineers and feels they might have a safer option for that intersection by extending the crosswalk farther from the intersection. He would like to look into the safety of that option for roundabouts near schools.

11. Next Meeting – July 10th, 2025

Mr. Mattare motioned to adjourn the regular meeting of the Kootenai Metropolitan Planning Organization Policy Board on June 12th, 2025, and with no objections, the meeting was adjourned at 2:12 p.m.

Kate Williams

Signature on file

Recording Secretary



KOOTENAI METROPOLITAN PLANNING ORGANIZATION

EXPENSES

May, 2025

As of this date **June 10, 2025** the Kootenai Metropolitan Planning Organization Board approves reimbursements and payments made for expenses in **June, 2025** included in the following list, in the amount of **\$40,203.28**

Chair: _____

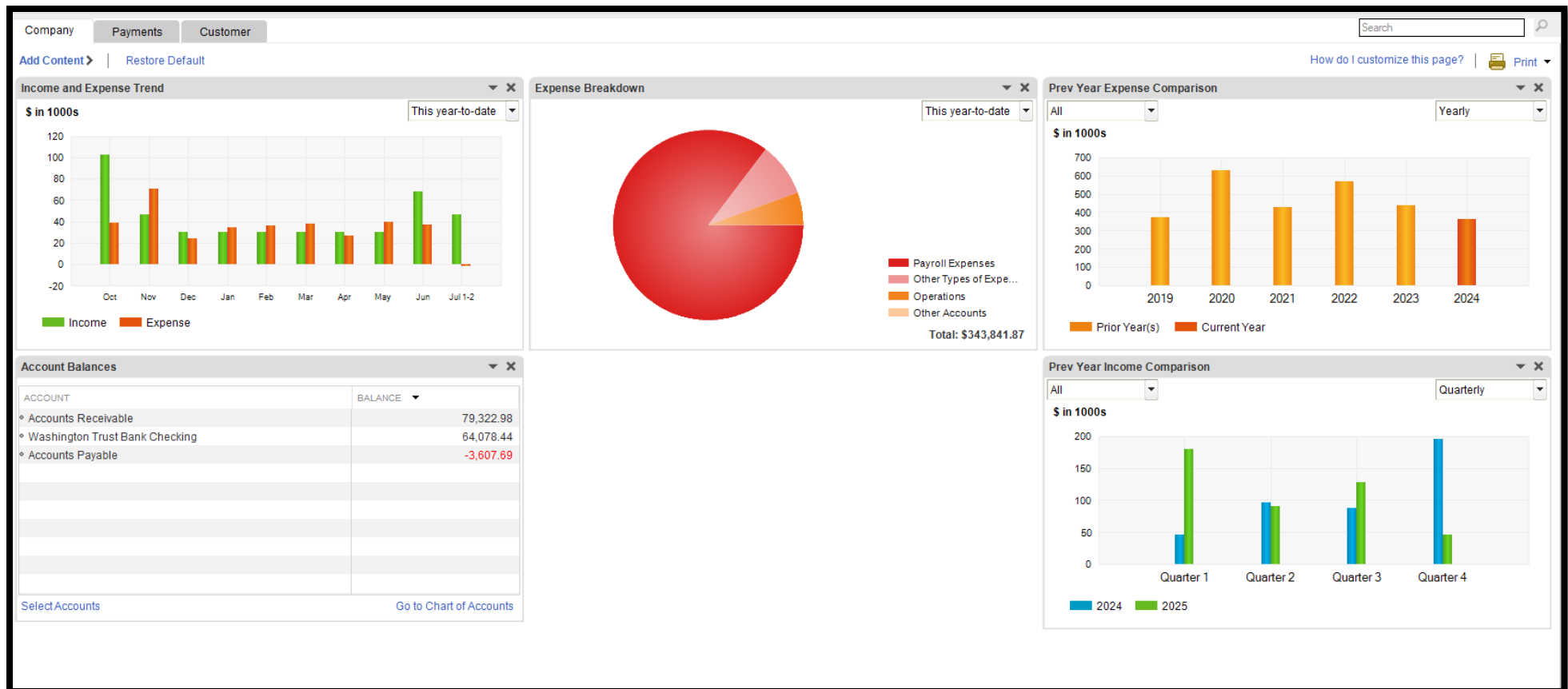
Kootenai Metropolitan Planning Organization						12:08 PM
Monthly Expense Report						07/02/2025
June 2025						
Type	Num	Date	Name	Memo	Original Amount	
Check	Debit Card	06/02/2025	Staples Inc.	Office Supplies	109.13	
Check	ACH	06/02/2025	Unum	June 2025 Premium	226.18	
Check	Debit Card	06/03/2025	Rackspace Inc	Rackspace Email and Archive Hosting June 2025	61.86	
Liability Check	E-pay	06/04/2025	United States Treasury	Federal Payroll Withholding	2,732.40	
Liability Check	ACH	06/04/2025	Idaho State Tax Commission	Idaho Payroll Withholding May 2025	577.00	
Liability Check	ACH	06/05/2025	Regence Blue Shield of Idaho	June 2025 Premium	5,198.48	
Liability Check	ACH	06/05/2025	PERSI	PERSI Contributions Nexen Transfer	2,143.47	
Check	Debit Card	06/09/2025	Adobe Store North America	Adobe Acrobat Pro June 2025	71.97	
Liability Check	ACH	06/09/2025	PERSI Choice Plan	Empow er 401 K Contributions	1,550.00	
Check	3764	06/09/2025	United States Treasury	Re-deposit Penalty 2-13-2025	273.25	
Bill Pmt -Check	3765	06/09/2025	AVISTA	June 2025 Utilities	64.13	
Check	3766	06/12/2025	Glenn F. Miles	GFM Boise Trip 5-21-25 Per Diem	37.56	
Check	ACH	06/12/2025	TDS Telecom	TDS Phone and ISP Service June 2025	135.40	
Check	ACH	06/12/2025	ESRI	ESRI 2025-2026 Annual Subscription 2 Seats	2,210.00	
Bill Pmt -Check	3767	06/12/2025	SRTC	SRTC 2026 VISUM Subscription	1,321.20	
Check	3768	06/12/2025	Title One	Ernest Money Agreement 250 Northw est Blvd., Suite	3,500.00	
Check	Debit Card	06/13/2025	Saw mill Grille	KMPO Lunch June 12th	47.17	
Liability Check	ACH	06/17/2025	PERSI Choice Plan	Empow er 401k Contributions	1,550.00	
Liability Check	ACH	06/17/2025	PERSI	PERSI Contributions NEXEN Transfer	2,133.76	
Check	Debit Card	06/17/2025	Vision Service Plan	VSP July 2025 Premium	34.73	
Check	Debit Card	06/17/2025	Intuit	Intuit Payroll Monthly Usage Fee June 2025	21.00	
Check	Debit Card	06/17/2025	Zoom Video Communications	Zoom Communications - Web Meetings June 2025	15.99	
Check	Debit Card	06/18/2025	Staples Inc.	Staples Order #9930756323	76.19	
Liability Check	E-pay	06/20/2025	United States Treasury	Federal Payroll Withholding	2,718.70	
Liability Check	ACH	06/30/2025	Delta Dental	Delta Dental July 2025 Premium	327.09	
Liability Check	ACH	06/30/2025	Idaho State Tax Commission	Idaho Payroll Withholding June 2025	575.00	
Check	3772	06/30/2025	Robert A. Gilles Family Trust	July 2025 Lease Payment Northw est 209	1,359.91	
				Subtotal Operating Expenses	\$ 29,071.57	
				Subtotal Salary & Wages	\$ 11,131.71	
				Total June 2025 Expenses	\$ 40,203.28	



Kootenai Metropolitan Planning Organization

July 2, 2025

Monthly Financial Snapshot





DATE: July 2, 2025
TO: KMPO Board Members
FROM: Glenn F. Miles, Executive Director
SUBJECT: KMPO Joint Powers Agreement Operating By-laws

Recommendation:

KMPO Board approve the draft Operating By-laws derived from the KMPO Joint Powers Agreement by the law firm of Hawley-Troxell.

Background:

When the Kootenai Metropolitan Planning Organization (KMPO) was created as a Joint Powers Agreement (JPA) in April of 2003, there was a provision to establish operating by-laws. Over the course of the past 22 years, the KMPO Board has operated in the same manner consistent with the JPA.

With the current effort to acquire the KMPO office space, the lending institution requested documents establishing KMPO to determine the ability to acquire and own property, as well as KMPO's previous three financial audits. This information was provided. The lending institution provided KMPO a letter indicating preliminary approval, subject to an acceptable appraisal and final review. They also noted in the JPA that KMPO was to have established operating by-laws, so they requested a copy of the by-laws for their review.

KMPO staff reviewed the legal files provided by ITD and KMPO's original attorney and discovered the operating by-laws appeared to be non-existent. KMPO contracted with Spokane Regional Transportation Council (SRTC) from 2003 to May of 2011, and during that time the City of Coeur d' Alene was the financial agent for KMPO. Neither agency had a copy of by-laws in the files that were provided during the 2011 transition. It is fair to say, they most likely do not exist.

To remedy the situation, KMPO's attorneys Hawley-Troxell were requested to develop a current set of operating by-laws based on the JPA, since they have experience with COMPASS, which is the MPO for the Boise, Nampa, Caldwell area.

Please review the attached draft and provide any comments prior to July 9th, so that we can address them at the Board meeting on July 10th. The current closing date is scheduled for August 15th.

BYLAWS AS ADOPTED BY THE BOARD OF THE KOOTENAI METROPOLITAN PLANNING ORGANIZATION

Initially Adopted: July ____, 2025

Article 1 BOARD OF DIRECTORS

1.1 Board of Directors. The Board of Directors ("**Board**") shall be appointed to represent and serve a Member as provided in that certain First Amended Joint Powers Agreement (the "**JPA**").

1.2 Term of Office. Each member of the Board ("**Board Member**") shall hold office for the term designated by the member that appointed such Board Member or until the Board Member's earlier death, resignation or disqualification.

1.3 Proxy. Each Board Member is allowed to provide, in writing, a proxy designating an individual to act as their proxy on specific issues. Each written proxy shall detail the issue covered by such proxy, and set forth the time period the proxy shall be in effect.

BOARD MEETINGS

1.4 Place of Meetings. All meetings of the Board shall be held at the principal office of KMPO or the Post Falls City Hall, or at such other place as the Board may order or direct before the call of such meeting. The time and place of such meetings shall be stated in the notice or call for the meetings.

1.5 Regular Meetings. Regular meetings of the Board shall be held on the second Thursday of each year, if not a legal holiday, and if a legal holiday, then on the first Thursday following which is not a legal holiday. All business, which the Board is authorized and empowered to take up at such a meeting, may be transacted without further or special notice.

1.6 Special Meetings. Special meetings may be called at any time by the Chair. Special meetings may also be called by the Chair upon request by a majority of Board Members.

1.7 Notice or Call for Meetings. All members of the Board shall be notified of each regular or special meeting of the Board at least forty-eight (48) hours in advance of each meeting. Notification shall include, at a minimum, the meeting location, meeting time and proposed agenda. Notification may be delivered via email, regular mail or hand delivery. Annually, at the last regular meeting of a calendar year, a schedule of regular meetings for the following year shall be adopted and distributed in a manner determined by the Board.

1.8 Quorum. A quorum shall consist of a majority of seated Board Members. Board Members participating in the meeting telephonically or via audio or audiovisual internet connection shall be considered present and are included in determination of quorum.

1.9 Action by Majority Vote. Except as otherwise expressly required by these by- laws, the JPA or by applicable law, the vote of a majority of the Board Members present at a meeting at which a quorum is present shall be the act of the Board. Board Members participating in the meeting telephonically or via audio or audiovisual internet connection shall be considered present.

1.10 Presiding Officer. The Chair shall preside at all meetings. In the absence of the Chair, the Vice-Chair shall preside. In the absence of all these officers, the Board shall select a temporary Chair for the meeting. The Secretary/Treasurer shall act as secretary at all meetings of the Board, but in the Secretary/Treasurer's absence, or if one has not been appointed, the presiding officer may appoint any person to act as secretary for that meeting. Should the Secretary/Treasurer be the presiding officer, as provided above, the Secretary/Treasurer may appoint any person to act in the capacity of Secretary for that meeting.

Article 2 AUTHORITY

2.1 Responsibilities. The Board of Directors has the primary responsibilities listed below, and as set forth in the JPA. The Board may take other actions not listed here as appropriate to govern KMPO, except powers reserved to members.

- 2.1.1 Elect Officers;
- 2.1.2 Approve addition of new members to KMPO;
- 2.1.3 To establish the annual operating budget for the KMPO and determine the pro-rata share of each member and establish the time period for which the pro-rata share payment is due.
- 2.1.4 Establish a schedule of all board meetings
- 2.1.5 To prepare and adopt a Unified Planning Work Program;
- 2.1.6 Hire and oversee Executive Director;
- 2.1.7 Review and approve annual performance review of the Executive Director, and approve salary adjustment or other compensation arrangement;
- 2.1.8 To provide for selection of all personnel and contractors;
- 2.1.9 To make reports to the members at their meetings;
- 2.1.10 Approve grant applications where KMPO is grantor;
- 2.1.11 To provide for investment and disbursement of funds;
- 2.1.12 Approve annual membership dues;
- 2.1.13 To form, and to approve or select members of committees, task forces and work groups, as the case may be;
- 2.1.14 To establish bylaws, rules and regulations;
- 2.1.15 To provide members an annual report of operations, and financial affairs;

Article 3 VOTING

3.1 Voting Board Member. Board Members and, where applicable, their proxy, are entitled to cast a vote at any meeting of the Board.

3.2 Authority to Vote. A Board Member is entitled to vote on behalf of the Member, on any matter which comes before the Board or before any committee, task force or work group of which the Board Member is a duly appointed member.

3.3 Voting. All matters before the Board shall be disposed of by simple majority vote of all votes cast by Board Members present at the meeting unless otherwise provided in these bylaws, applicable law, the JPA or any special order that may be adopted by the Board. Board Members participating in the meeting telephonically or via audio or audiovisual internet connection shall be considered present.

Article 4 OFFICERS

4.1 Officers of the Board. The Board shall have at least two officers, and such other officers as the Board may determine (collectively "**Officers**"): (i) the Chair, (ii) the Vice Chair and, if determined necessary by the Board (iii) the Secretary/Treasurer or other officer. All Officers must be Board Members. Any Board Member is eligible to serve as an Officer.

4.2 Election. The Officers shall be elected annually by the Board at the Board's regular meeting in December of each year, or if cancelled, the following meeting,

4.3 Terms of Office. Officers shall hold office until such Officer's successor is elected and qualified or until such officer's earlier death, resignation or removal.

4.4 Removal of Officers. The Board may remove from office any Officer upon two-thirds majority vote. If any member of the Board wishes to remove an Officer, that Board member shall give at least 30 days' notice of intent to remove such Officer to both the Officer and to the Board. Any Officer subject to removal proceedings shall not take part in the voting to remove them. An Officer who is removed shall continue on the Board and retain full voting privileges as long as they remain a Board Member.

4.5 Resignation of Officers. Any Officer may resign at any time by giving written notice of his or her resignation to the Board. Any such resignation shall take effect at the time specified therein or, if the time when it shall become effective shall not be specified therein, immediately upon its receipt. Unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

4.6 Appointment of Officers upon Removal or Resignation. Upon the removal or resignation of an Officer, the Board shall appoint a Board Member to fill such vacant office. The appointed Officer shall serve out the remainder of the term of the removed Officer or the Officer who resigned.

4.7 Duties.

4.7.1 Chair. The Chair shall be the chief executive officer of KMPO. The Chair shall preside over all meetings of the Board, and shall see that all orders and resolutions of the Board are carried into effect, subject, however, to the right of the Board to delegate any specific power or authority.

4.7.2 Vice Chair. The Vice Chair shall perform the duties and exercise the powers of the Chair in case of the Chair's illness, disability or temporary absence and shall perform such other duties as may, from time-to-time, be granted or requested by the Board.

4.7.3 Secretary/Treasurer. The Secretary/Treasurer shall, if appointed by the Board:

- (a) Give, or cause to be given, notice of all meetings of the Board and its standing committees in compliance with Idaho's "Open Meeting Law" including any amendments and/or re-codification of said law which is presently codified at Idaho Code §§ 74-201 through 74-207;
- (b) Keep, or cause to be kept, the minutes, books, and records of the financial statements and accounts of KMPO;
- (c) Oversee KMPO's compliance with Idaho's Public Records Law including any amendments and/or re-codification of said law which is presently codified at Idaho Code §§ 74-101 through 74-122;
- (d) Monitor, or cause to be monitored, the financial affairs of KMPO and report periodically to the Board; and
- (e) Create, or cause to be created, at the beginning of each meeting of the Board a roster of Board Members who are in attendance.

4.8 Delegation of Powers. The Board may delegate any of the powers and duties appropriate to the functioning of KMPO to any Officer, employee, or agent of KMPO.

Article 5 EXECUTIVE DIRECTOR

5.1 Appointment. The Board shall appoint an Executive Director.

5.2 Powers and Duties. The Executive Director is authorized to enter into any contract or execute in the name of KMPO all deeds, bonds, mortgages, contracts, and other documents and agreements as may be authorized in the approved Unified Planning Work Program. In all other instances the Executive Director is authorized with Board approval. The Executive Director shall be the disbursing officer of KMPO for all funds made available thereto. The Executive Director shall also have the general powers and duties of supervision and management, including but not limited to, employment, hiring and dismissal of members of the staff. The Executive Director

shall have the emergency authority to act to protect the rights and interests of KMPO as they relate to the approved Unified Planning Work Program, pending confirmation by the Board.

5.3 Committee Assignments. The Executive Director or a designated delegate shall be an ex-officio member of any special committee, task force or work group of KMPO and shall periodically attend meetings of other organizations involved in planning.

5.4 Conditions of Employment. Salary and other conditions of employment for the Executive Director shall be established by the Board.

5.5 Regular Reporting Required. The Executive Director shall prepare a summary of significant staff activities which have occurred since the last regular meeting of the Board and provide it as an item on the agenda of each regular meeting of the Board.

Article 6 STANDING COMMITTEES

6.1 Open Meetings and Public Records. All meetings of committees established and authorized under this section shall be conducted according to and be subject to the same open meeting law and public records provisions.

6.2 Committees. The Board may from time to time create committees as it sees fit. Such committees shall be composed of such individuals as the Board may direct and shall have only the authority, powers, duties, and responsibilities as may be necessary and as the Board may determine. The number and appointment of membership on other committees shall be reviewed and approved at the meeting immediately following the creation and appointment of the committee and annually thereafter. KMPO maintains a policy of meaningful participation by the public in all of its activities. The Board shall, therefore, consider the inclusion of members of the public in the committees it establishes.

6.3 Bylaws. Bylaws necessary for the operation of any standing or other committee created by the Board will be provided by the Board, and thereafter may be amended by the Board, from time to time, as the Board deems necessary.

6.4 Task Forces and Work Groups. The Board may from time to time, upon the Board's initiative, create task forces or work groups to perform specific tasks. All task forces and work groups shall be governed by a charter which specifically identifies the membership, assigned tasks and the timeline to complete the tasks. Concurrently with the creation of any work group, the Board shall approve the charter governing the work group. KMPO maintains a policy of meaningful participation by the public in all of its activities. The Board shall, therefore, consider the inclusion of members of the public in the task forces and work groups.

Article 7 GENERAL PROVISIONS

7.1 Books and Records. KMPO shall maintain adequate and correct books, records and accounts of all its obligations, properties, assignments, and other such records or accounts as are generated. All such books, records and accounts shall be kept at its main office and shall be open to inspection by any Member or Board Member at any time.

7.2 Amendment. These bylaws may be amended or repealed and replaced by the adoption of such new bylaws as may be approved by a two-thirds vote of the Board at any regular meeting provided, however, that such amendment(s) shall be introduced at one regular meeting of the Board and may not be voted upon before the next subsequent regular meeting of the Board.

7.3 Capitalized Terms. Capitalized terms not otherwise defined in these bylaws shall have the meaning ascribed to such terms in the JPA.



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

DATE: July 3, 2025
TO: KMPO Board
FROM: Ali Marienau, Transportation Planner
SUBJECT: Federal Functional Classification Map Update - Revisions

Recommendation:

KCATT has unanimously recommended the KMPO Board adopt the revisions to the Federal Functional Classification (FFC) map for submittal to ITD.

Background:

A review and update to the Federal Functional Classification (FFC) map is completed every 10 years after the decennial census. The KMPO Board adopted the updated the KMPO FFC map on August 8, 2024. Since that time, KMPO staff has been working with KCATT agencies and ITD on the change request forms required for each of the adjustments; ITD has provided a spreadsheet for those changes and are requesting they are submitted by November 2025. KMPO has populated spreadsheets for each jurisdiction's changes; those were sent out June 11-12 for agency review.

During that process, there were several locations where revisions were proposed to the adopted map, due to existing or future use of the roadway. KMPO staff has requested the following revisions:

- Retain Prospect (city of Harrison) as a Minor Collector.
- Retain McGuire Rd. (Post Falls Highway District) from Riverbend Ave. to Lundy Blvd. as a Collector; remove Lundy Blvd. from McGuire Rd. to 600 ft. east.
- Revise Rookery Rd. (Lakes Highway District) from a minor collector to a Future Minor Collector.
- Add Chilco Rd. (Lakes Highway District) from Abbott Rd. to Old Hwy 95 as a Major Collector.
- Retain Atlas Rd. (Lakes Highway District) as a Major Collector from Lancaster Rd. to Boekel Rd.; add Atlas Rd. as a Major Collector from Boekel Rd. to SH-53.
- Retain Zorros Ln. (city of Post Falls) as a Future Collector until further build out between Poleline Ave. & Prairie Ave.
- Retain Fennecus Ln. (city of Post Falls) as a Future Collector until further build out between Poleline Ave. & Harvest Ave.
- Retain Point Pkwy. (city of Post Falls) as a Minor Arterial from Riverbend Ave. to I90.
- Revise Horsehaven Ave. (city of Post Falls) from a Collector to a Future Collector.

KOOTENAI METROPOLITAN PLANNING ORGANIZATION

250 Northwest Boulevard, Suite 209 Coeur d'Alene, ID 83814
1-208-930-4164 www.kmpo.net

- Retain Atlas Rd. (city of Hayden) from road end to Lancaster Rd. as Collector.
- Retain Buckles Rd. (city of Hayden) from Government Way to Rocking R Rd. as a Collector.

The following is the breakdown of total miles by classification. A comparison is included with the percentages previously adopted:

Functional Classification	Percent of total KMPO Mileage (Revised)	Percent of total KMPO Mileage (Previously adopted)	FHWA Recommended Range
Interstate	1.8%	1.8%	1-3%
Principle Arterial	4.8%	4.8%	4-9%
Minor Arterial	10.5%	10.5%	7-14%
Collector	16.0%	16.5%	6-32%
Interstate	1.9%	1.9%	1-3%
Principle Arterial	4.4%	4.4%	2-6%
Minor Arterial	5.3%	5.3%	2-6%
Major Collector	16.9%	16.7%	8-19%
Minor Collector	18.2%	18.2%	3-15%

Roadways identified as future facilities are not included in the totals. All classifications continue to meet FHWA's guidelines for total mileage per classification, except for Rural Minor Collectors, due to the inclusion of forest service roads as previously discussed.

Attachments:

- A- Federal Functional Classification Map – Urban
- B- Federal Functional Classification Map – Rural

URBAN FEDERAL FUNCTIONAL CLASSIFICATION

Draft 6-23-25

Classification

- Interstate
- Principle Arterial
- Minor Arterial
- Collector
- Future Principle Arterial
- Future Minor Arterial
- Future Collector

Jurisdictions & Other Features

- Coeur d'Alene; Hayden; Post Falls
- Rathdrum
- Other Jurisdictions
- Urban Area
- Roads

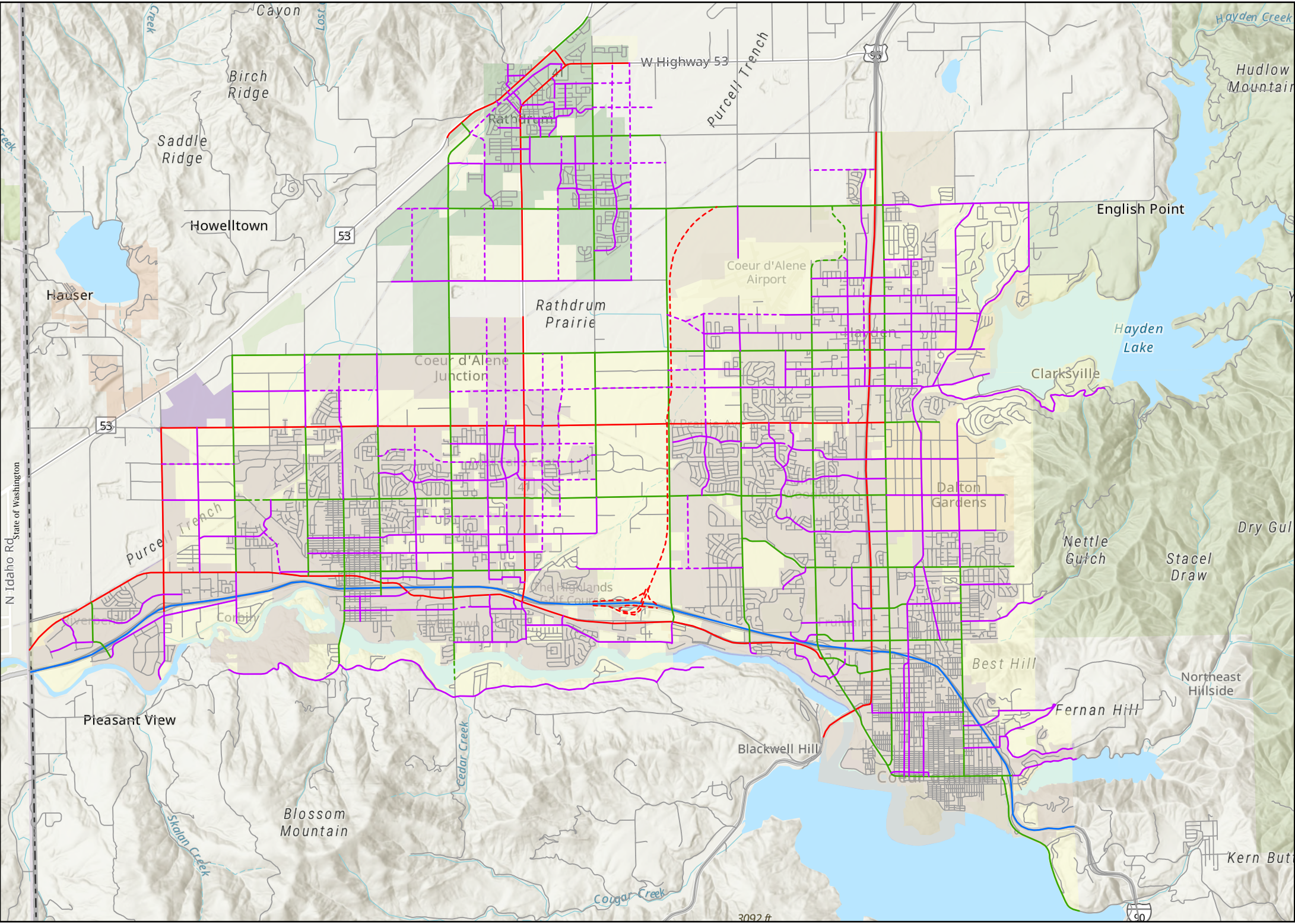


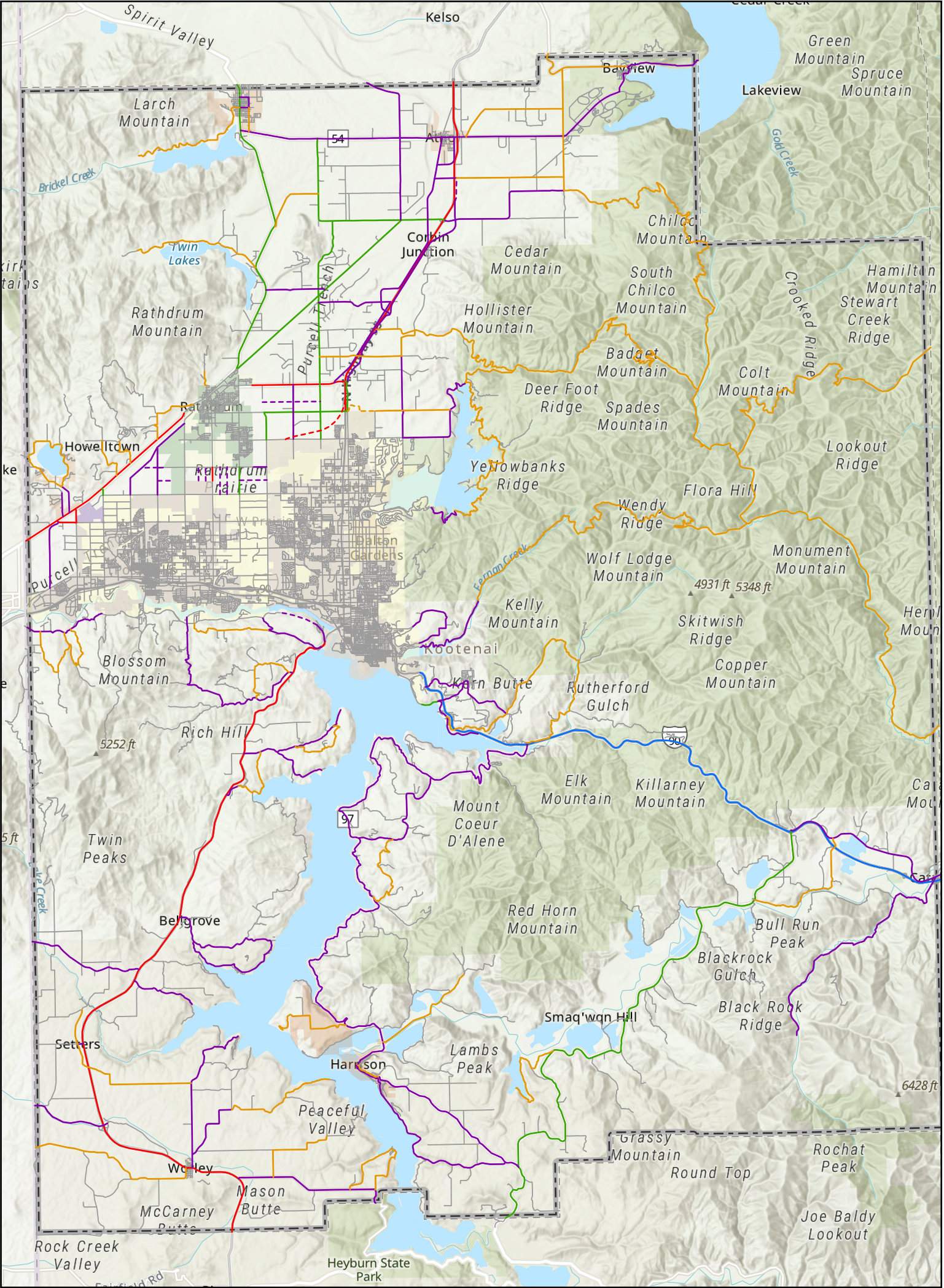
0 0.5 1 2 Miles



KOOTENAI METROPOLITAN PLANNING ORGANIZATION
250 Northwest Blvd, Suite 209, Coeur d'Alene, ID 83814

*Data based on best available information.
*Data for illustrative purposes only.





RURAL FEDERAL FUNCTIONAL CLASSIFICATION

Draft 6-23-25

Classification

- Interstate
- Principle Arterial
- Minor Arterial
- Major Collector
- Minor Collector
- Future Principle Arterial
- Future Minor Arterial
- Future Major Collector
- Future Minor Collector

Jurisdictions & Other Features

- Coeur d'Alene; Hayden; Post Falls
- Rathdrum
- Other Jurisdictions
- Urban Area
- Roads



0 1.25 2.5 5 Miles



KOOTENAI METROPOLITAN PLANNING ORGANIZATION
250 Northwest Blvd, Suite 209, Coeur d'Alene, ID 83814

*Data based on best available information.
*Data for illustrative purposes only.



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

Item 7b

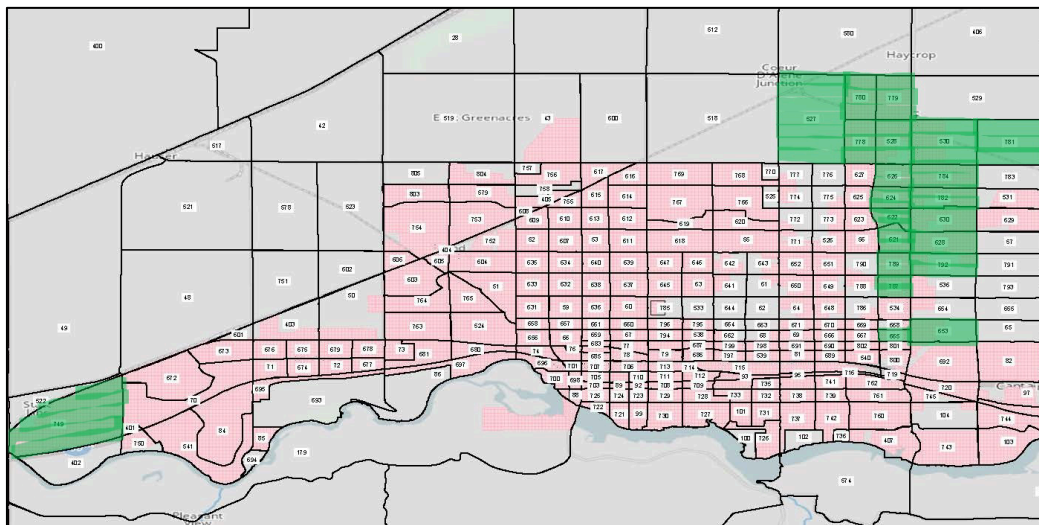
Cooperatively Developing a Transportation System for all of Kootenai County, Idaho

DATE: July 3, 2025
TO: KMPO Board
FROM: Ali Marienau, Transportation Planner
SUBJECT: Post Falls Sub-Area Model Land Use Adjustments

Overview:

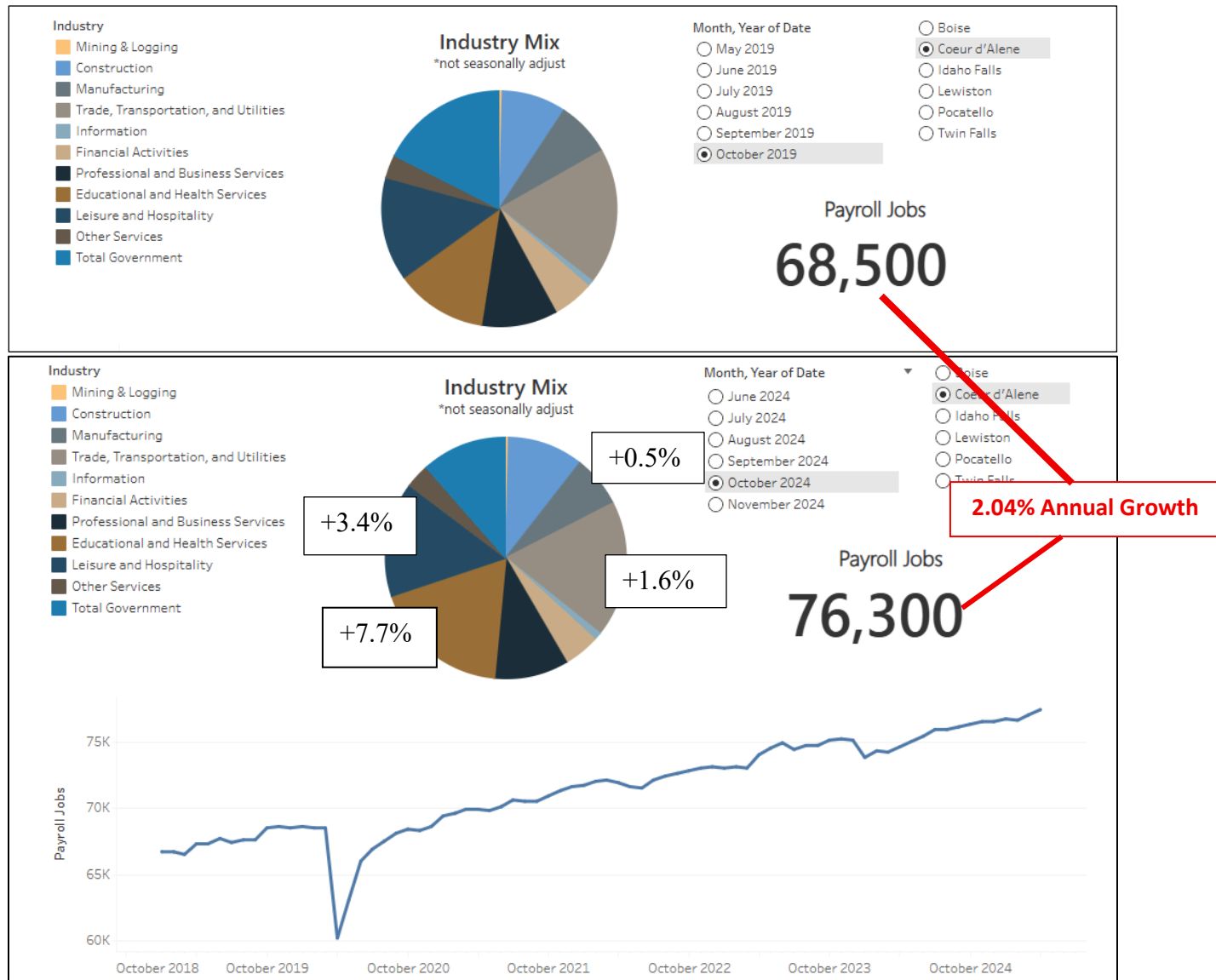
The city of Post Falls is currently in the process of updating their Transportation Master Plan and Impact Fees. Their consultant has developed a sub-area model for the projects using the KMPO model. Through the validation and calibration process, city staff felt that the KMPO model didn't accurately reflect the growth anticipated to occur along the SH-41 corridor, which is a concern for planning future infrastructure needs. Some development is already underway in this corridor, while more is anticipated within the next 5-10 years. The deficit in the forecast model was due, in part, to how KMPO employment is forecasted by traffic analysis zone (TAZ), as well as a smaller share of land available for "hand placement" by Post Falls. After reviewing the city's data, KMPO staff agrees that the model is missing anticipated employment growth along the SH-41 corridor.

Using existing development patterns within the city, Post Falls staff calculated an estimated number of new employees per acre for parcels they anticipate being developed – totaling an additional 8,062 employees within the city. The graphic below shows the TAZs the city anticipates will see additional growth by 2045 (shaded green; a larger version is attached).



In order to not exceed the model's control totals for employment, Post Falls proposed redistributing a percentage of future growth (by land use type) from TAZs outside the city into the growth areas identified. However, for land use types such as retail and food service, the regional reduction required was so great that it resulted in minimal or negative growth in TAZs outside Post Falls over the 25-year period.

KMPO staff took another step to review the actual employment growth that has occurred in the County over the last 5 years. During the original model update process in 2021, KMPO's discussion with the Idaho Department of Labor determined that a conservative 1.4% annual growth could be expected for employment, based on a variety of factors affecting Kootenai County. However, looking at the Current Employment Statistics (CES) by the US Department of Labor Statistics, total growth for non-farm employment has 2.04% per year for the five-year period from the 4th quarter of 2019 to 2024. Some industries have exceeded that growth, while others have not. With this data, KMPO concluded that it was reasonable to anticipate a higher employment growth rate for some industries, as current trends have not held back the market as much as previously anticipated.



KMPO staff compared the additional employment that could be forecasted with a 2.04% average annual growth rate over the previous 1.4% for Retail, Medical, and Food service. Using a rate of 2.04% would add an additional 6,225 employees by 2045. The growth of employment by land use type was comparable to the additional employees proposed by the city of Post Falls.

Land use Type	2020	1.4% Annual Growth		2.04% Annual Growth		Difference Difference	Post Falls Proposed Employment	
		2045	Δ	2045	Δ			
Retail	8,616	12,197	3,581	14,275	5,659	2,078	1,944	
Medical	10,752	15,221	4,469	17,814	7,062	2,593	2,188	
Food Service	6,445	9,124	2,679	10,678	4,223	1,554	1,813	
Industrial	6,620	9,371	2,751	--	--	--	1,053	578

Based on this data, KMPO recommends the following land use changes for the Post Falls subarea model:

2045 New Employment	Post Falls' proposed adjustments	KMPO recommendation
Retail	1,944	1,944*
Finance	125	125
Industrial	1,053	578
Transportation / Warehousing	0	0
Medical	2,188	2,263*
Government	55	55
Administrative	208	208
Professional/Technical	639	639
Educational	-19	-19
Other services	64	64
Information	35	35
Utility & Construction	-43	-43
Food service	1,813	1,554*
TOTAL	8,062	7,403

* New employment to be added on top of county control total

The recommended changes to Post Falls' proposal address the following items:

- The increase in medical employment would address the new Kootenai Health campus, as well as adding employment that is needed in TAZ 401/749, due to the new Post Falls ER hospital.
- Post Falls' requested addition for Food service was beyond the calculated increase at 2.04%. The lower number will require redistribution of growth within the city of Post Falls or a reduction in the city's estimated units.
- For industrial, KMPO is okay with the reduction of the growth in the TAZs outside of the city, except for the following areas: Athol, Chilco/Idaho Forest Products, CDA Airport vicinity,

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Rathdrum industrial area, and Prairie/Beck (TAZs 11, 107, 112, 113, 116, 506, 514, 521, and 546). This allows for a redistribution of 578 employees, but Post Falls will need to decrease their estimates by 475 or redistribute employees within the city.

- Staff feels it is reasonable for Post Falls to reduce the growth in the TAZs outside the city for the following land use categories:

Finance, Insurance & Real Estate	4%
Government	2%
Administrative/Support and Waste Mgmt./Remediation	5%
Professional Scientific & Technical Services and Mgmt.	22%
Other Services	4%
Information	5%

- Any residential adjustments were required to remain within the 39,001 forecasted units for the city of Post Falls.

Recommendation:

KCATT unanimously approved a recommendation to the Board to allow the city of Post Falls to make the land use adjustments as outlined above.

KMPO Regional Model Adjustment

In addition to allowing for adjustments in Post Falls' subarea model, KMPO staff feels that the lack of forecasted land use along the SH-41 corridor, in the existing forecast models, is a significant gap that should be addressed. Staff anticipates a new model update within the next two years, but adding additional land use along SH-41 at this time would allow for better analysis and anticipation traffic impacts along the corridor. KMPO staff recommends adding additional employment for the following land use types to the existing 2045 KMPO forecast models:

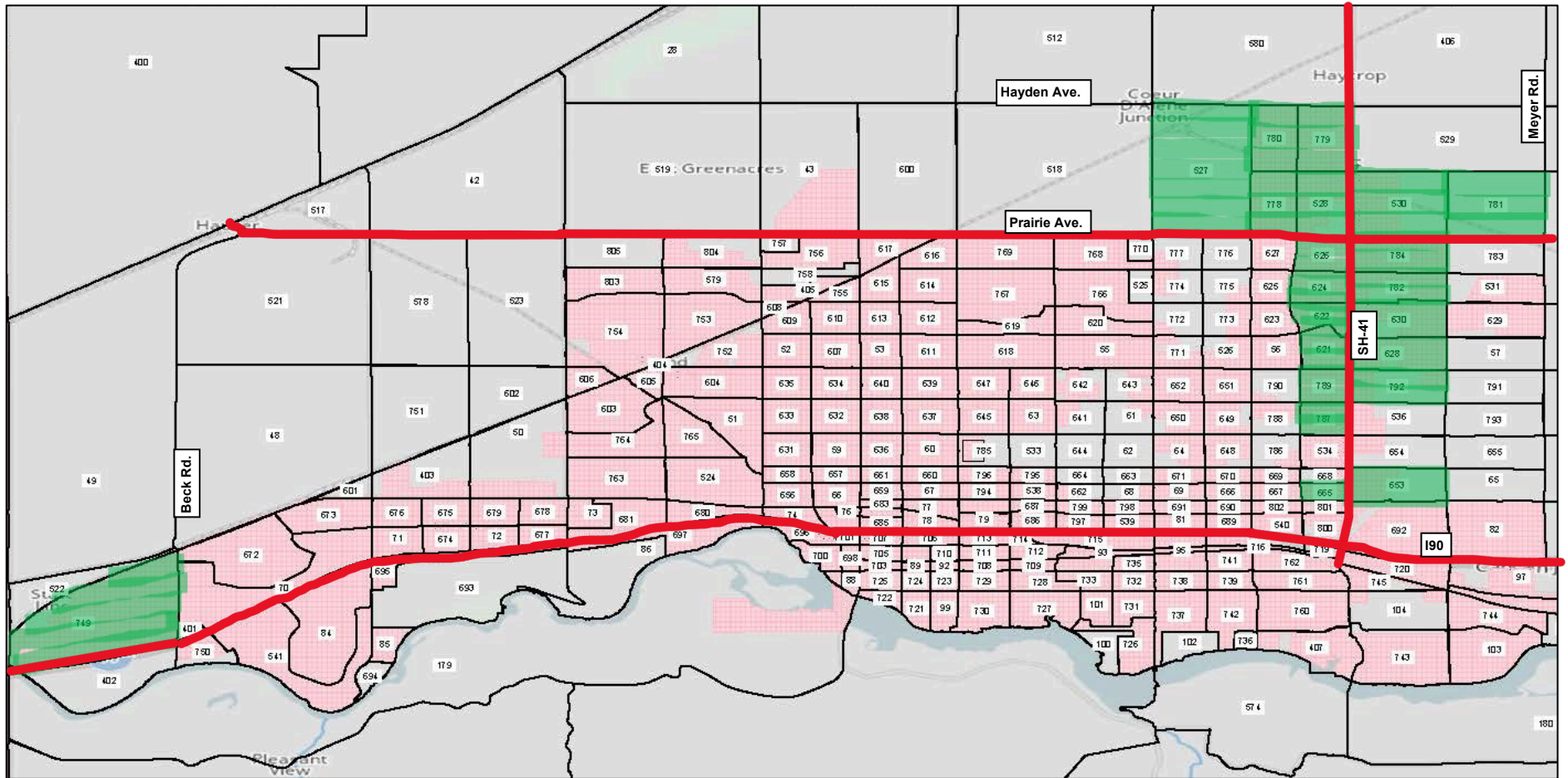
2045 Additional Employment	
Retail	1,944
Medical	2,593
Food service	1,554

This additional land use would be added at this time, with additional adjustments to take place during the next model update. The revised models would be used for the analysis included in the update of the Metropolitan Transportation Plan.

Recommendation

KCATT approved a unanimous recommendation to the Board to add the additional land use employment to the KMPO forecast models as outlined above.

Post Falls Subarea TAZ Map





DATE: June 5, 2025
TO: KMPO Board Members
FROM: Glenn F. Miles, Executive Director
SUBJECT: Director's Report

Here is a recap of KMPO's activities through June 5, 2025

WE WILL MEET AT THE CITY OF POST FALLS CITY COUNCIL CHAMBERS

Planning Activities:

KMPO Update of the Metropolitan Transportation Plan:

The Metropolitan Transportation Plan (MTP) update is still on hold pending substantial completion of the Rathdrum Prairie Planning and Environmental Linkages (PEL) study. KMPO is working to develop a regional transportation survey to provide a baseline for review of existing policies contained in the MTP, as well as determine if additional regional policies may be desired.

Fiscal Year 2025 Projects and Program Update:

For Fiscal Year 2025, which began on October 1st, there are several major projects that currently underway or are expected to be under construction. These are some of the major projects.

- Ramsey Road Extension from Wyoming to Lancaster is under construction and is still expected to be completed by this fall. According to the Project Manager, while still early, the project may have cost savings that would reduce the local match for the project.
- SH-41, I-90 Single Point Urban Interchange. This project continues through 2025. Delays should be expected with the westbound off ramp closure and as the Interstate mainline will have several temporary moves as the permanent alignment is constructed and the interchange is offset to the north of its previous location. Detour routes are in effect.
- Pleasant View Interchange at SH-53 and the BNSF rail crossing is currently under construction. Expect construction related delays throughout 2025 and into 2026. A signal on SH-53 is still not operational; however, BNSF crews have been assigned and it is expected to take about 5 weeks to install and connect the rail components. It is now expected to be up and operating much sooner than earlier announced.
- I-90 Widening from SH-41 to U.S. 95 goes to bid in May and construction starting in June. This will be a multi-year project, constructing new bridges at the Prairie Trail, Atlas Road and Huetter Road, as well as widening I-90 to four lanes in each direction. Expect delays as lanes are shifted to accommodate construction activities.
- Prairie Trail Underpass and Prairie Avenue Widening are both should be ready for bid this fall.
-

Fiscal Year 2025 Call for STBG Large Urban Projects Update:

Based on the KMPO Boards prioritization and selection, KMPO staff was able to move the City of Coeur d'Alene, 15th Street Project into the 2026-2032 Transportation Improvement Program, Preliminary Development Program category. It is expected the both Atlas Road project and 15th Street project will be advanced into a construction year during the February 2026 update cycle.

Other Activities:

The KCATT committee meeting in May, had a presentation for AVISTA on establishing a standardized road cut policy. KCATT agreed to review several existing policies in an attempt to develop on consistent policy for area agencies to use. Across the board, everyone believed it save time, money and effort when the same standard is use across multiple agencies.

On May 28th I met with a group called Kootenai Strong to have a general discussion on transportation and how growth, development, and changes to our region are impacting transportation planning, programming and project development. The meeting went for about 3 hours and I believe it was a meaningful conversation. Thanks to Council member Westlund for attending the meeting and participating.

As always, should you have any questions, please feel free to contact the office. If your agency would like a presentation on what KMPO does, we would be more than happy to schedule a time for a workshop.