KCATT MEETING MINUTES
for
August 26, 2014
Idaho Transportation Department District One Headquarters
600 W. Prairie Avenue, Hayden, Idaho 83815

Call to Order:

Chair Gordon Dobler called the KCATT meeting to order at 8:00 a.m.

Welcome / Introductions

Gordon Dobler (Chair)	City of Coeur d'Alene
John Pankratz (Vice Chair)	East Side Highway District
Kevin Howard	Worley Highway District
Kelly Brownsberger	Post Falls Highway District
David Callahan	Kootenai County
Rob Palus	City of Post Falls
Eric Shanley	Lakes Highway District
Kevin Jump	City of Rathdrum
Marvin Fenn	ITD
Don Davis	ITD

Glenn Miles	Executive Director
Bonnie Gow	Senior Transportation Planner
Kelly Lund	Executive Secretary

Alternates and Guests

Donna Montgomery	Citizen
Monty Montgomery	Lakes Highway District
Doug Hansen	HMH
Dan Coonce	LHTAC
Jody Bieze	Kootenai County
Ralph Paul	DEQ
Jay Hassell	JUB
Christopher DeLorto	HDR
Laura Winter	RYA
Marshall Law	Avista

3. Approval of July Meeting Minutes

Mr. Eric Shanley made a motion to approve the July 22, 2014 KCATT meeting minutes as amended. Mr. Kelly Brownsberger seconded the motion, which was unanimously approved.

4. Public Comments

There were no public comments.

5. Project and Utility Updates

Don Davis, ITD, reported the US 95 study was on hold pending the Kootenai Health transportation study. They expect to dovetail the studies once the analysis is complete.

Marvin Fenn, ITD, gave an update on the SH-3 bridge replacements; work is expected to continue for the next couple of months. Work on the replacement of two large Plummer Creek culverts is expected to be complete in the next couple of weeks. Mr. Fenn reported on the progress of the signal updates at Pleasant View Road, Spokane Street, and Northwest Boulevard. Bids for the I-90 corridor illumination project are opening today. The Pine Point/Pinehurst I-90 bridge replacement project is on schedule. The mega-load passed through the area without incident. Mr. Fenn provided an update on the US 95 project near Athol and said most of the work should be complete this year; seal coat will be done at some point in the future.

Kevin Jump, City of Rathdrum, reported the McCartney Street project and pavement overlays were complete. The City will begin pavement markings late this week or early next week.

Eric Shanley, Lakes Highway District, reported their 2014 road work was nearing completion. Construction of a section of Honeysuckle Road and the one-way section of Strahorn Road were done for the City of Hayden Lake and built per their design criteria; Mr. Shanley would be interested in feedback on that section of roadway. Utilities on the Good Hope Road project have been moved; the District will be putting ballast and base on that road and paving a mile and a half section prior to the end of the year. The District is doing fog seals over chip seals and starting fall maintenance.

Robert Palus, City of Post Falls, reported the final design review for the Seltice Congestion Mitigation project was complete and said the consultant was attempting to complete the PS&E by September 15; the two right-of-way parcels before City Council next week will complete right-of-way acquisition. In early August, they signed the State and Local Agreement for the SH41 bike/ped; work with the consultant will begin once they have heard back from ITD. The Spencer Street project is planned for construction the spring of 2015. Spokane Street is currently under construction for new sidewalks, curb, gutter, roadway narrowing and rejuvenation. The contractor is still working on Beck Road; it is hoped the project will be complete before winter. The City will begin work on two safety grant projects in October, traffic signal timing upgrades and ADA ped buttons and countdown timers for the Mullan/Idaho Road intersection. In the next couple of months, they will begin the Transportation Master Plan update with David Evans & Associates.

Mr. Callahan, Kootenai County, reported he is currently reviewing a draft of the consolidated development ordinances. The document is a consolidation of current regulations and ordinances into one simple format; he will review the document with approximately 20 people. A press release is expected in the next few weeks; Mr. Callahan will be taking questions from the public.

Kelly Brownsberger, Post Falls Highway District, reported the Prairie Avenue project was in full swing and on schedule with at least two lanes expected to be open by October 1; the project includes traffic signals at Meyer and Huetter Roads. A project to replace a culvert at the Hauser outlet will begin September 15th, is expected to take two weeks and include road closures. Crews are doing overlay patching and starting fall maintenance.

Kevin Howard, Worley Highway District, reported there had been additional exploratory boring completed on the Kidd Island Bay project; JUB will make design changes as needed. The District's new office will be going out for bid. On McAvoy Road, crews are replacing the deck on the McAvoy Bridge. In-house work includes upgrades to Clemetson Road which will begin later this week and the sign project which is approximately 35% complete and funded by an LHRIP grant; the District is in the process of filing for an extension on that project.

John Pankratz, East Side Highway District, reported they had completed chip sealing, nearly completed striping, and are doing fall patching. A repair on Garnet Drive began yesterday. Mr. Pankratz noted the District's 2016 safety improvement project on Canyon Road was not included in

the 2015-2019 Transportation Program (TIP). The Burma Road project is currently more than $2M over estimate and has slope failures in two locations; although the project is scheduled to be completed by October 15, it is doubtful the contractor will have the project done by that time.

Gordon Dobler, City of Coeur d'Alene, commented that the only project they currently had was the Government Way project. Stanley Moe has been commissioned as the right-of-way agent who, with his team, will begin work this week; the 48 parcels are expected to be acquired no later than mid-spring 2015. The City will be working with Dalton Gardens' planner and meeting with the utilities in anticipation of the next year's relocates.

Marshall Law, Avista, reported there would be significant underground electric relocation work on the Burma Road project this construction season. They have relocated a couple of poles on Spokane Street to accommodate the urban renewal project. Relocation work in conjunction with the Spokane Street project will begin soon. Mr. Law commented that the Greensferry project would have a large impact on Avista's overhead lines. The electric relocation work on the Prairie Avenue and gas relocation work on Beck Road project have both been completed. Mr. Law will be meeting with Chair Dobler next week to discuss the Government Way project.

6. KMPO Planning Updates

a. Public Involvement Policy Update – Discussion

Based on the discussion held by KCATT last month, Mr. Miles asked the Board for their input on the Public Involvement Policy (PIP) update. As part of the update, there is an inclination and a direction from the Board to include other modes of transportation on KCATT. The Board would like the option for ex-officio members and voting members included in the document for public review and comment. Mr. Miles said some Board members noted that KCATT was an advisory committee who did not make final decisions. If ex-officio members were selected as the preferred option, it was suggested that their opinion be presented to the Board along with KCATT's recommendation in an effort to give non-voting members a voice in the process. The public review period would last 45 days, advertised, posted on the KMPO website, and emailed to interested parties. Mr. Miles said a draft will be prepared for the September KCATT meeting.

b. Model Link Capacity Revisions – Bonnie Gow

Ms. Gow began looking at volume to capacity ratios or level of service in order to update the Metropolitan Transportation Plan (MTP) and realized the model was not truly reflecting congestion on the roadways. She reviewed the link capacities they had previously reviewed and made some adjustments checking to ensure it stayed within the calibration and validation of the model. Although the model now reflects congestion more accurately, Ms. Gow said she would like to look at it more closely during the next calibration. She provided handouts and discussed the changes made to the link capacities. Mr. Dobler and Mr. Palus requested a summary of the revisions.

7. Idaho Transportation Board Update

As the ITD Board Minutes were not yet published, Mr. Fenn reviewed the August ITD Board Agenda which included discussion on the new Board policy addressing use of Board Unallocated Funds, the state highway functional classification update, the redistribution plan, adjustments to other MPO programs, and budgetary matters.

Mr. Miles explained obligation authority and the end of the year redistribution of obligation authority. As ITD had obligated 100% of the obligation, there is a list of projects that have been delayed until next year. Local agencies receive 12.6% of the final amount, the remainder goes to

ITD to use in their normal program. There is approximately $600,000 available. Mr. Miles noted the City of Post Falls project, the Seltice Way Congestion Mitigation project, was third on the list and may not move forward if one of the other projects advance. With ITD advancing projects in their program, the possibility of receiving end of the year funds is not likely. Mr. Miles stressed the importance of having smaller projects shovel ready and noted if other agencies falter, and there are no projects ready to go, the money will go back to ITD to backfill a project that has already been advanced.

8. Current Business

a. 2015 Unified Planning Work Program

The committee was provided the FY15 Unified Planning Work Program (UPWP) update which begins October 1 and includes year to year annual operating requirements. A new program has been added, Data Collection, Performance Measures and Analysis. Mr. Miles noted Federal Highways had made this a major emphasis area and said this is why the model is becoming more important. They will be working in collaboration with ITD and other MPOs to establish performance measures which are required by Congress and the Federal Highway Administration.

Staff will be working on the Metropolitan Transportation Plan (MTP) update and doing more scenario analysis in support of the MTP. The work Ms. Gow provided the committee looks at the annual effect of build and no-build scenarios with various projects plugged into the model using a report that was published by the USDOT Office of Policy on travel time costs. The general travel time rate for the public is $12.50 per person in the vehicle and is based on 2009 dollars; the amount does not include fuel costs. Mr. Miles said not doing a project may decrease vehicle miles traveled (VMT), but without the capacity, congestion is caused which substantially increases the vehicle hours traveled thereby creating a significant cost to the traveling public. He said more of this work will be done as funding becomes more competitive.

Mr. Miles said KMPO had been asked to provide support to Panhandle Area Council for their Comprehensive Economic Development Strategy (CEDS) plan; this is covered in the UPWP. Also included is the personal travel survey which was last done in 2005; Mr. Miles said this survey is important as the Census Bureau no longer asks as many travel related questions and the American Community Survey is a much smaller sampling and subject to error particularly at the urbanized area level. He noted cell phone data was helpful in determining external to external trips through a particular region, but said the data has many unknowns.

Mr. Davis commented that ITD would be signing a contract with Air Sage for cell phone data to determine through trips through Bonners Ferry; this data will be used to decide whether or not a bypass is needed. He hopes to have the data by the end of the year.

Mr. Pankratz made a motion to recommend to the Board the FY15 Unified Planning Work Program (UPWP). Mr. Palus seconded the motion which passed unanimously.

b. 2015 Transportation Improvement Program - Initial Draft

Mr. Miles commented on the FY2015-2019 Transportation Improvement Program (TIP) and Kootenai County Program of Projects (POP). No one attended the public meeting held last Thursday, August 21; it was published and posted on the website. Mr. Miles received public comments on the TIP. During the August KMPO Board meeting, a gentleman asked them to improve the number of routes in service and questioned why funds were being used to build a transit center when routes were two hours apart. A comment was received yesterday requesting the routes be restored to what they were prior to the last reduction. Mr. Miles noted the reduction

was related to funds and said he was certain there would be a discussion on restoring routes and improving service if the money was available. Each of the comments received during the comment period will be followed up on either by letter or email.

Mr. Miles explained the process of how the TIP is established and noted ITD adopted KMPO's TIP by reference as part of the Statewide Transportation Improvement Program (STIP) which is sent to Federal Highway (FHWA) and Federal Transit Administration (FTA). If projects are in the 2015-2019 TIP and funding becomes available, they have the authority through FTA or FHWA, to advance the projects. Mr. Miles explained the current redistribution of obligation authority. He noted the City of Post Falls had a project in 2018; since they had moved forward with their design, engineering, right-of-way and PS&E package, it allowed the project to be advanced to 2015. Mr. Miles noted the importance of having shovel-ready projects and commented on the decrease in funding over the last five years due to reduced revenues. Although he felt there would always be appropriations to states for various programs, he believed the USDOT and Congress will create more national competitive programs. Putting projects in the TIP and having the ability to do scenario modeling planning and analysis of these projects will make them more competitive for programs at the national level.

The public comment period closes September 2; comments will be forwarded to the KMPO Board for the September Board meeting. Most of the projects had been in the program and were just moving forward from last year. Although the comment period was open, there could be a motion pending no adverse comments are received during the comment period. Mr. Miles said if any comments or changes substantially modify the TIP or the Kootenai County Program of Projects, the KMPO Board had the latitude to adopt and amend the documents or defer the matter to the October Board meeting.

Mr. Pankratz moved to recommend the Transportation Improvement Program (TIP) to the KMPO Board subject to any adverse comments during the public comment period. Mr. Palus second the motion.

Mr. Dobler noted on the second to the last page of the TIP under Streets and Highways there were a couple of projects, one of which he knew was funded, but said the funds were not listed; they had just won the award.

Mr. Miles said he will look into the matter.

The motion passed unanimously.

9. Upcoming KMPO Board Items

Mr. Miles noted the UPWP would be presented to the Board along with the TIP and Kootenai County's Program of Projects; there will be a public hearing element to the September Board meeting to cover the Program of Projects.

Mr. Dobler will be unavailable; Mr. Pankratz will attend the Board meeting on his behalf.

10. Other Business

a. KCATT Member Items

Mr. Miles noted the 2014-2018 construction maps were available. The maps will be updated next year and published on the KMPO website.

11. Next Meeting – September 23, 2014

12. **Adjournment**

Mr. Howard moved to adjourn the August 26, 2014 KCATT meeting. Mr. John Pankratz seconded the motion which unanimously passed.

The meeting adjourned at 9:14 a.m.

Recording Secretary