KCATT MEETING MINUTES
for
December 20, 2011
Idaho Transportation Department District One Headquarters
600 W. Prairie Avenue, Hayden, Idaho 83815

Call to Order:

Chairman Eric Shanley called the KCATT meeting to order at 8:00 a.m.

Welcome / Introductions:

Eric Shanley requested all those present to introduce themselves:

Eric Shanley (Chair).....Lakes Highway District
Robert Palus (Vice Chair).....City of Post Falls
Sean Hoisington.....City of Hayden
John Pankratz.....Eastside Highway District
Kevin Howard.....Worley Highway District
Andrea Storjohann.....ITD
Don Davis.....ITD

Staff

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

Alternates and Guests

Matt Gillis.....Welch Comer
Heather Carroll.....HDR Inc.
Marv Lekstrum.....Lakes Highway District
Donna Montgomery.....Citizen
Monty Montgomery.....Lakes Highway District
Rod Twete.....Lakes Highway District

Approval of October Meeting Minutes:

Mr. John Pankratz made a motion to approve the November 22, 2011 KCATT meeting minutes. Mr. Rob Palus seconded the motion, which was unanimously approved.

Public Comments:

There were no public comments.

Project and Utility Updates:

Mr. Andrea Storjohann, Idaho Transportation Department, reported utility moves were still being done on the two Garvey Road projects, the Athol project was essentially shut down, other than utility moves, and there was still structure work being done on the Chilco-Silverwood project.

Mr. John Pankratz, East Side Highway District, reported the mild weather had allowed them to continue doing some of their fall maintenance.

Mr. Sean Hoisington, City of Hayden, reported they were getting closer to the end of the Ramsey Road extension consultant selection process. He reported that he met with ITD regarding the Wyoming Signal project and said the city needs to acquire some right-of-way this winter and they are also trying to work out a way to minimize the amount of duplicate work during the construction of that project in the spring They are coordinating that work with ITD. Mr. Hoisington stated their crew is refurbishing their tack wagon. He reported they had been working on a pavement management system and, in the early spring, may give a presentation. He reported the council approved the purchase of a new dump truck and that they were working with Freightliner of Idaho.

Mr. Rob Palus, City of Post Falls, reported the only project they currently have ongoing is the Seltice-Congestion Mitigation project. He noted they were finishing up the scope of work with David Evans and Associates and hoped to have a professional services agreement before their city council meeting in January. He said they were also doing winter maintenance.

Mr. Kevin Howard, Worley Highway District, reported they closed out Conkling Phase 1 and working on closing out Conkling Phases 2 -5. He said they were closing out the Elder Road project and only had paperwork remaining. Mr. Howard said the Cave Bay project had matters that need to be addressed. He noted the new Worley Highway District satellite building located on what was ITD's rest area at Sun Up Bay Road was nearly complete and will be a great service to the area. They are also cleaning ditches, cutting brush, and doing routine maintenance since there has been little snow.

Mr. Eric Shanley, Lakes Highway District, reported they were doing miscellaneous catch up on fall maintenance. They expect to have a couple new wings for their snow plow trucks in about a week. Lakes Highway District had a couple of projects with utility locates. He reported they had a pre-construction meeting with MDM Construction, the contractor for the Lancaster Phase 3, Government Way to Ferndale project and have discussed the possibility of doing blasting and rock excavation through the winter.

Chair Eric Shanley noted no utilities were present.

KMPO Planning Updates

a. KMPO Transportation Analysis Zones Connectors Workshop – Revised Meeting Date January 9, 2012 (1:00 – 3:30 p.m.)

Bonnie Gow, KMPO, reported that the Transportation Analysis Zone and growth project workshops would be combined and held on January 9, 2012 from 1:00 – 3:30 p.m. She said e-mail invitations would be sent out.

Mr. Rob Palus asked if there had been any further development regarding the KMPO TAZ analysis and finishing up the growth projections. Ms. Gow said she is still working on that and is comparing all available traffic counts over the last ten years. She said she will be looking back at the population and will be running a couple different model scenarios just to compare some growth.

Mr. Palus asked if she would need anything official from the jurisdictions. He stated the City of Post Falls had some in house follow up discussions and they could not find any arguments with what she was doing. They felt it was very defensible if someone were to question it. He asked if she would she like something in writing.

Ms. Gow said that it would be appreciated.

Mr. Miles stated it was dangerous to apply one growth factor to the entire county to – each jurisdiction. He said Ms. Gow has looked at each jurisdiction, their growth rate over time, and then the highway districts and their growth rate over time. She then applied that growth rate to that jurisdiction ensuring the overall control total for the county was maintained.

b. STP Urban and Rural Application Final

Ms. Bonnie Gow, KMPO, stated that the Surface Transportation Program Application 2012 Urban & Rural Proposals will be the completed final if it is approved by the jurisdictions. She noted that an additional requirement was added under safety, but said outside of that change the application was the same as what had been e-mailed to them the week prior. She said the change was prompted by a comment that had been e-mailed to her and noted she had not received any other comments from the jurisdictions.

Mr. Miles stated that the application was derived from the State of Washington which has a standardized OCI, Overall Condition Index, process. He stated a recommendation to adopt the application would need to be made and noted it would become formal once it was adopted by the KMPO Board

Sean Hoisington made a motion to recommend acceptance of the Surface Transportation Program Application 2012 Urban and Rural Proposals to KMPO. Rob Palus seconded the motion, which unanimously passed.

7. Idaho Transportation Board Update

Andrea Storjohann, ITD, stated they did have their legislative outreach last week and said she believed out of the 15 legislators, there were 11 present, including the executive management team, chairman of the board, and local ITD board. She stated it was the chairman's last meeting as he was resigning. She noted Gary Blick will be off the board in January, creating two board member positions.

8. Current Business

a. Election of 2012 Officers

Mr. Hoisington nominated Rob Palus for the position of KCATT chair. The motion was seconded by Andrea Storjohann and unanimously passed.

Mr. John Pankratz nominated Kelly Brownsberger for KCATT vice chair. The motion was seconded by Sean Hoisington, and unanimously passed.

9. Upcoming KMPO Board Items

Mr. Shanley stated new Chair Rob Palus would have the updated Surface Transportation Program Application to take before the KMPO Board.

10. Other Business

Chair Eric Shanley requested they address item 10.b. Purchase of Retroreflectometer and 10.c. Certification Acceptance Authority before addressing 10.a. KCATT Member Items

b. Purchase of Retro-reflectometer

Mr. Hoisington proposed the idea of having a community Retro-reflectometer. He suggested the Retro-reflectometer be funded equally by the jurisdictions, but purchased, housed, and made available for checkout to the jurisdictions by KMPO. He said depending on the model, the price ranges from $2,000 to $15,000 and are available with options such as GPS, cameras, and bar code readers.

The jurisdictions expressed concern about having only one Retro-reflectometer, cost of maintenance, software licensing, data download availability, and current technology. Most said they would like to know more before moving forward.

Mr. Pankratz requested a cost analysis be provided at the next KCATT meeting so each of the jurisdictions could submit it to their respective Boards for consideration prior to the matter being presented to the KMPO Board.

After the discussion, Mr. Hoisington noted they would be looking into brands, cost, options, software licensing requirements, maintenance, calibration, and number of units, liability, and how any damage to the equipment would be handled.

Mr. Miles said he would be willing to look in to the options if Mr. Hoisington and Mr. Howard would provide him with the information they have collected and put together a memo for the next KCATT meeting. Mr. Miles said if KMPO purchased the Retro-reflectometer, it would be covered by ICRMP under KMPO's insurance. He suggested the possibility of this becoming a summer intern program.

Ms. Storjohann stated ITD did have Retro-reflectometer. She said she would find out whether or not they loan the equipment to other agencies.

c. Certification Acceptance Authority

Mr. Miles explained that the Certification Acceptance is a process under Federal Highway Administration, as part of ITD's stewardship agreement, where local jurisdictions that have the project management, financial capacity, and oversight ability can go through a process called Certification Acceptance. They are allowed themselves, or on behalf of another local jurisdiction, to do the ad for preliminary engineering, award the contract, manage the contract for engineering, and design and at each phase, which would be design right-a-way and construction. They still have the check point with ITD and, Federal Highways ultimately, but said it allows that local jurisdiction to go from womb to tomb on a project with a check list and oversight from ITD. Mr. Miles explained that it is done extensively in other states and noted approximately 90 different jurisdictions have CA authority in Washington. Mr. Miles said Ada County Highway District is the only jurisdiction with CA authority in Idaho.

Mr. Miles said in discussions with Dave Amick, Gus Shanine, and Pete Hartman at Federal Highways, the stewardship agreement with ITD and LHTAC are in the process of being re-written.

Ms. Storjohann stated is was complete and said she had an executed copy.

Mr. Miles stated the language allows this type of opportunity. He said he had presented the option to the KMPO Board last month who gave their approval to purse CA authority. He stated there may be an opportunity to get two local jurisdictions through the process. He pulled down the "Local Agency Guidelines Manual" from Washington Department of Transportation and provided it to ITD, Boise and to Mr. Gordon Dobler, City of Coeur d' Alene, as he has just been through a couple of large projects on Government Way and, at this point, had the most well-rounded project management group. He stated there were some federal aid projects coming forward and might be an opportunity to take a look at. Mr. Miles stated he would e-mail each of them the chapter from the Local Agency Guideline Manual explaining what is required to become CA and suggested the highway districts discuss this matter with the Highway District Association.

Mr. Shanley asked if Mr. Miles would attend their next association meeting and explain the process.

Mr. Miles stated he would.

Mr. Pankratz advised the next association meeting would held be at Lakes Highway District on Thursday, January 12 at 7:00 p.m.

Mr. Miles also advised the jurisdictions that Federal Highway had created the State Transportation Innovation Council which is throughout different states within the US. He noted ITD had chartered one with Federal Highway Administration for the State of Idaho. The intent is to look all the way from the concept clear through construction. He invited anyone who had ideas on ways streamlining the process to let him know.

a. KCATT Member Items

Mr. Don Davis, ITD, reported last Friday, that he was able to get in to headquarters the Transportation Community System Preservation TCSP grant application. The purpose of which is to update the Corridor Master Plan on 41 and extend it through Rathdrum.

John Pankratz, East Side Highway District, stated he had attended a couple of transportation plan meetings with the City of Harrison.

Sean Hoisington, City of Hayden, said at some point in the future he would like to discuss new street light technology. He stated they had been doing a lot of research on LED, digital ballasts, HID lights, and different options for energy savings. Mr. Hoisington stated the City of Hayden was going through a process of updating their transportation plan and their impact fee study. He noted Mr. Eric Shanley and Mr. Glenn Miles were going to be on their oversight committee, the advisory committee that the State requires when doing an impact fee update. He said that should be kicking off in January.

Mr. Glenn Miles stated over the last few months the Coeur d'Alene Chamber of Commerce has been doing quite a bit of outreach and discussion regarding the modification of the port district legislation. He said currently Idaho statute only allows port districts near sea born waterways. Mr. Miles felt that there was sufficient energy in this area and in south eastern Idaho to broaden the language to allow a dry port, but said it would be tied to those counties who have an interstate or international commerce corridor which could be defined as a US route, a class one transcontinental railroad, or an international airport. He said there was a direct tie to international trade with the creation of a port district. Senator Compton, in 2003, attempted changing the statute, which was passed in the House by failed in the Senate.

There is also a group in the Boise and Canyon County area, who have been looking at an initiative to pass local option for funding. Their interest is particularly transportation; while the Association of Idaho Cities is having a broader conversation about local option funding and transportation could be one of them. The group may attempt to put it on the 2012 November ballot. If it goes through an initiative process, it bypasses the legislature. Polling on the topic in mid-2011 showed overall approval to be in the high 60's in terms of people wanting the opportunity to decide whether to pass the local option tax. Whether or not they want to tax themselves for a particular amount or purpose is a different discussion.

11. Next Meeting – January 24, 2012

12. Adjournment

Mr. Pankratz moved to adjourn the December 20, 2011 KCATT meeting. Mr. Rob Palus seconded the motion, which unanimously passed.

The meeting adjourned at 8:56 a.m.

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Kelly A. Lund, Recording Secretary