KCATT MEETING MINUTES

for

January 25, 2011
Idaho Transportation Department District One Headquarters
600 W. Prairie Avenue, Coeur d'Alene, Idaho 83815

Call to Order:

Chairman Eric Shanley called the KCATT meeting to order at 8:04 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
Kevin Jump	City of Rathdrum
John Pankratz	East Side Highway District
Kevin Howard	Worley Highway District
Kelly Brownsberger	Post Falls Highway District
Sean Hoisington	City of Hayden
Scott Clark	Kootenai County
Don Davis	ITD

Staff.

Ryan Stewart	Senior Transportation Planner
Kevin Shipman	GIS Analyst
Donna Lively	Administrative Secretary

Alternates and Guests.

Donna Montgomery	Citizen/KMPO
Monty Montgomery	Lakes Highway District
Rod Twete	Lakes Highway District
Marv Lekstrum	Lakes Highway District
Jimmie Dorsey	East Side Highway District
Ralph Paul	IDEQ
Carole Richardson	DEA
Matt Gillis	Welch-Comer
Lisa Key	City of Hayden
Robyn Herrick	Avista
Rick Berger	Avista
Dan Hanenburg	Kootenai Electric Company

Approval of November Meeting Minutes:

John Pankratz made a motion to approve the November 23, 2010 meeting minutes. Robert Palus seconded the motion, which was unanimously approved.

Public Comments:

There were no public comments.

Project Updates:

Don Davis reported that ITD is purchasing right-of-way from Garwood/Chilco north to Sagle along US 95 for future improvements and will be requesting the legislature to approve GARVEY Bonding Authority in support of these improvements.

National Highway Institute (NHI) will be hosting a webinar on February 27th at 10 am regarding the Right-of-Way Act to ensure jurisdictions are compliant. ITD has registered for the webinar and jurisdictions are welcome to attend as the deadline to register has passed.

ITD's Bike/Pedestrian Coordinator, Maureen Gresham, will be hosting a Walk/Bike Idaho webinar on February 26th from 5:30 to 7 pm and February 27th from 2:30 to 4 pm. The webinar will review non-motorized available funding. Further details can be found on the ITD website.

Kevin Jump reported that the City of Rathdrum is submitting their STP rural application to the Local Highway Technical Assistance Councils (LHTAC) tomorrow. The project involves 2 miles of Lancaster Road improvements between SH 41 and Huetter Road. The City is in winter maintenance mode.

Scott Clark reported that Kootenai County Commissioners adopted the County Comprehensive Plan at the end of December 2010. The County is hiring a consultant firm to assist the County in developing regulations with regard to the plan. A hearing is scheduled for February 25th to consider adoption of the fee schedule. On February 18th the Board will conduct a public hearing to consider the County's Capital Improvements Plan (CIP). Local jurisdictions have been encouraged to do the same.

John Pankratz reported that East Side Highway District's restoration project to repair the 2008 flood damage has been advertised. Their four other projects are stalled in the permit process due to disagreements between federal agencies. Bids for East Side Highway District's Burma and O'Gara Road projects came in considerably less than estimated. Anticipated completion dates for their Burma and Sunnyside Road projects is June or July while their O'Gara Road project won't be completed until later this fall. John added that load limits are in place for roads within their district.

Eric Shanley noted that both East Side and Post Falls Highway Districts were awarded a Local Rural Highway Investment Program (LRIP) grant this year, per the LHTAC website.

Kevin Howard reported that bids for Worley Highway District's Conklin Road phases II through V and the Cave Bay Road project all came in considerably below estimates. The District has load limits placed and is in winter maintenance mode.

Sean Hoisington reported that the City of Hayden is in the process of obtaining rock and oil for their summer projects. The City is busy repairing roads and working on various engineering projects.

Kelly Brownsberger reported that Post Falls Highway District has load restrictions posted and is in winter maintenance mode.

Robert Palus reported that the City of Post Falls is still working on the signal design at Greensferry Road at Poleline Avenue. The City is completing right-of-way acquisition for their 2012 Realignment Project of 16th Avenue at Idaho Street, which will also be signalized. Subdivision work is underway as weather allows, including the annexation of 108 acres at Prairie Avenue and Spokane Street with construction anticipated later this spring.

Eric Shanley reported that Lakes Highway District Commissioners signed their annual report for their National Pollutant Discharge Elimination System (NPDES) permit program and it will be posted on their website in the next few days. It is anticipated to impact requirements for utilities, construction, and right-of-way; jurisdictions were encouraged to review the requirements on the District's website. Construction on their 3 design projects: Diagonal Road Phase II, Dodd Road, and East Hayden Lake Road, is expected to commence this summer.

Utility Updates:

Rick Berger with Avista reported that they are working on several reconductering projects; however, no impacts are anticipated.

Dan Hanenburg reported that Kootenai Electric has a contractor boring conduit on their Worley project. Kootenai Electric also has projects on Ramsey and Greensferry Roads. He was asked about their work on Conklin Road and what their timeline on the project is. Dan responded that they are removing vegetation in preparation for surveying; they are in the engineering stage and construction will not commence until next year.

KMPO Planning Updates:

a. Transportation Analysis Zones Delineation and Census Update – Kevin Shipman

Kevin Shipman reported that KMPO will begin the Transportation Analysis Zone (TAZ) delineation process this spring. Completed TAZs and the new Transportation Analysis Districts (TAD) will be submitted to the Census Bureau in early summer 2011. This new TAZ structure will be used for agency modeling purposes for the next ten years. The TAZ structure also is used for the Census Transportation Planning Products (CTPP) datasets, a specialized dataset geared for transportation planners.

KMPO will receive the tools/software for developing the TAZ structure in March and will have approximately 3 months to complete the delineation. KCATT received a copy of the Census Bureau TAZ Delineation Business Rules and a map showing the current TAZ layout in Kootenai County in their meeting materials.

Kevin stated that while KMPO staff will be handling the physical delineation work, agency and jurisdictional participants are needed to provide direction, input, and feedback in regards to the process. Eric Shanley noted that all KCATT members would be interested in participating; no objections were noted. Kevin responded that email updates to KCATT are forthcoming.

Kevin stated that national and state population counts from the 2010 Census were released in December and the State of Idaho's population increased by 21.1% from 2000. Various 2010 Census datasets will be released this winter through spring 2012, including the redistricting data used for redistricting congressional boundaries, that includes population, housing units, and rational/ethnic category data.

Kevin reported that in December, the first 5-year American Community Survey (ACS) dataset was released (2005-2009). The ACS is a sampled, period estimate survey which replaces the decennial census long-form. Those using this data are cautioned as there are sampling errors that must be accounted for.

Kevin stated that the Census Bureau will begin an internal process this spring of defining Urban Areas. This process is anticipated to take a year to complete. SRTC and KMPO are planning on having representatives from the Census Bureau and FHWA present on this process and its effects during the future joint board meeting.

Ryan Stewart reported that the joint SRTC/KMPO Board meeting is being rescheduled due to scheduling conflicts. Staff will keep KCATT updated.

ITD Board Update:

Don Davis reported that the ITD realignment is continuing. Once completed, there will be no more than 5 layers of management within the Department.

Paul Steinman was hired as the Department's new Chief Operations Officer; he will visit ITD District 1 tomorrow.

Current Business:

a. Urban Balancing Committee Update – Glenn Miles

Ryan Stewart reported that Glenn Miles had planned to report on this agenda item. Due to his absence, the report will either be sent electronically or be postponed until the next KCATT meeting.

b. Public Transportation Plan Update – Glenn Miles

Ryan Stewart stated that the KMPO Board authorized staff to issue a Request for Proposals (RFP) for consultant services to assist with updating the Public Transportation Plan for Kootenai County. The Plan was developed in 2005 by a consultant team which served as the groundwork for Citylink and the paratransit services in the area.

Staff will bring to KCATT the scope of work, once completed, for approval and Board recommendation.

Upcoming KMPO Board Items:

Ryan Stewart stated that there were no KCATT items for the February KMPO Board meeting: however, staff will brief the Board on the paratransit issue. Ryan noted that based on a recent ITD audit, Kootenai County and North Idaho Community Express (NICE) jointly agreed to terminate KATS' contract to provide Demand Response and Complimentary Paratransit Services in the urbanized area as of December 30, 2010. Kootenai Medical Center (KMC) has agreed to provide the required complimentary paratransit services to the Citylink fixed routes while the Commissioners negotiate an agreement with a permanent provider. Staff has not heard from the County or the Panhandle Area Council as to the status of the search.

Ryan stated that the Community Transportation Association of Idaho (CTAI) has recommended that the rural inner-city services be provided by Northwest Trailways. CTAI intends to approach the Idaho Public Transportation Advisory Council (PTAC) with a recommendation to fund this service that will provide transportation from Sandpoint, Idaho to the Spokane International Airport.

Adjournment:

Kevin Jump made a motion to adjourn the January 25, 2011 KCATT meeting; John Pankratz seconded the motion, which was unanimously carried.

The meeting adjourned at 8:39 a.m.

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Donna Lively
Recording Secretary