KCATT MEETING MINUTES
for
October 28, 2014
Idaho Transportation Department District One Headquarters
600 W. Prairie Avenue, Hayden, Idaho 83815

Call to Order:

Vice Chair John Pankratz called the KCATT meeting to order at 8:00 a.m. and noted there was a quorum.

Welcome / Introductions

John Pankratz (Vice Chair)	East Side Highway District
Kevin Howard	Worley Highway District
Kelly Brownsberger	Post Falls Highway District
Rob Palus	City of Post Falls
Verlin VanZee	Lakes Highway District
Kevin Jump	City of Rathdrum
Marvin Fenn	ITD
Don Davis	ITD

Staff

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

Alternates and Guests

Donna Montgomery	Citizen
Monty Montgomery	Lakes Highway District
Rusty Leahy	DEA
Dan Coonce	LHTAC
Christopher DeLorto	HDR
Steve Seitz	Century West
Ralph Paul	DEQ
Jeremy Clark	DEA
Marshall Law	Avista
Matt Gillis	Welch Comer
Jay Hassell	JUB

3. Approval of August Meeting Minutes

Mr. Robert Palus made a motion to approve the August 26, 2014 KCATT meeting minutes as submitted. 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 a scoping meeting for the I-90 corridor study would be scheduled sometime in November; memos will be sent to KMPO, the City of Coeur d'Alene, the City of Post Falls, and Post Falls Highway District.

Kevin Jump, City of Rathdrum, reported the moratorium on right-of-way encroachment work, specifically, those that deal with road cuts, is expected to begin Friday, November 7th.

Verlin VanZee, Lakes Highway District, reported all projects had been finished up for the year.

Robert Palus, City of Post Falls, reported the roadway moratorium was expected to begin November 14. The State and Local Agreement for construction on the Seltice Congestion Mitigation project was completed and sent back to ITD last week. They are working on the consultant agreement on two safety grants – Mullan Avenue/Idaho Street and traffic signal timing upgrades. They are finishing up the scoping on the SH41 Bicycle/Pedestrian Trail and hope to have the consultant moving forward with a design update in December or early January and out for construction in the spring. The City is finishing up right-of-way acquisition on the Greensferry Overpass project; they met with Frontier yesterday and hope utilities will get moved a bit sooner than expected.

Kelly Brownsberger, Post Falls Highway District, reported the Prairie Avenue project was ongoing; although pavement and asphalt work is complete, some curb and sidewalk work remain. It is hoped traffic signals will be installed by the end of November. The District is in fall maintenance.

Kevin Howard, Worley Highway District, reported the right-of-way acquisition process on the Kidd Island Bay project had begun. The Clemetson Road project has been shut down for the winter. All bids for the Worley Highway District office were refused as they were in excess of the budgeted amounts; the District is considering their options. Crews are preparing for winter

John Pankratz, East Side Highway District, reported Burma Road was open for travel. Although the contractor has completed his contract work, there is force account work being done to address storm water, erosion control, and minor fixes. The repair of two areas with slope failure is expected to take place next year. The District is preparing for winter.

Marshall Law, Avista, said currently, their main project is the design and some construction of Greensferry Overpass; they will be doing gas work on the south side of I-90 and underground cable relocation this week. Crews will begin looking at the Government Way project for next year.

6. KMPO Planning Updates

a. STP Urban/Rural/Bridge Applications and Discussion

Ms. Gow noted the LRHIP applications were recently scored and ranked. A portion of the LHTAC application was used in the scoring process. She noted STP applications were handled differently; KMPO uses their own scoring application as funding for these projects go through KMPO.

b. SH 41 Corridor Master Plan Update

Mr. Gow reported work on the SH 41 Corridor Master Plan update continued. She met with the cities of Post Falls and Rathdrum to review the land use densities, categories and sub-categories. Both jurisdictions concurred on the land use densities for employees per acre. Land use percentages were also reviewed; each category was assigned a different percentage for the land use within that area. KCATT was given a worksheet on the land use areas and densities. Ms.

Gow will input the percentages into the model and run the scenarios; the output will be used for the Synchro analysis. Although they are trying to do everything in-house, they do not have the Synchro program and is why they were going out to bid; a copy of the RFP had been included in the packet. The bid for traffic counts throughout the corridor had gone out; one company has been selected. Ms. Gow is hoping the update will be done by April 2015.

Mr. Davis noted their traffic division had the ability to do Synchro analysis, but said he would first need to determine to what extent and how much work would need to be done.

c. SH 41 Consultant Scope of Services

Mr. Miles noted the Scope of Services was being put on hold until ITD's availability was known. There were no comments on the scope.

d. Upcoming STP Urban Funding "Call for Projects"

Mr. Miles said KMPO would be releasing the next update for the Call for Projects for the STP urban funds. The current continuing resolution is good through mid-May 2015. With the next Reauthorization Bill, KMPO will want a list of priority projects that are ready to go. Mr. Miles commented on the prospect of future funding and stressed the importance of having a list of projects through KCATT that would give the KMPO Board an opportunity to present projects. Mr. Miles suggested the jurisdictions put together their best projects and said they will see if they can find different sources to fund the projects.

7. Idaho Transportation Board Update

Mr. Fenn noted the ITD's accounting system, ODIS, was unavailable. The Board had issued approvals for a number of safety projects that had been accelerated internally; a number of these projects were related to railroad crossing improvements. Once the accounting system is available, they will be able to get the projects started.

Mr. Davis said the Board discussed the process for dealing with highway right-of-way transfers.

Mr. Miles commented that the Board discussed STIP amendments. A US DOT survey for identifying projects of national and regional significance has been reopened until November 17th. There is to be collaboration with MPOs, transit authorities, and port districts. Mr. Miles asked the committee if there were any projects in this area that had national and regional significance that should be included in that database; ITD would be including U.S. 95 Garwood to Sagle next phase. The Projects of National and Regional Significance (PNRS) list is expected to be used as a demonstration to see how the program works. Mr. Miles did not see U.S. 95 Copeland to the Canadian border on the list, but said the DOT has recognized U.S. 95 due to the Port of Lewiston, Worley North and the GARVEE projects. Mr. Fenn commented on the U.S. 95 Sheep Creek project. Mr. Miles noted it was two years out, but said it would be worth including.

8. **Current Business**

a. Public Involvement Policy – Discussion

The committee had been provided the 2nd draft of the Public Involvement Policy. Mr. Miles combined KCATT's suggestions with the KMPO Board's recommendations. The Policy is expected to go out for a 45-day public comment period after the November Board meeting. The draft Policy would leave KCATT as it is; the Board would have the option to create a multi-modal committee which would meet quarterly and give them the opportunity to be involved and have input

in the development of the TIP, work program, and Call for Projects. Mr. Miles said he did not believe there was enough activity to warrant a month meeting of the multi-modal committee.

Mr. Davis noted Scott Frye of the Federal Highway Administration had been reviewing Federal code relative to the MPOs and ITD and the STIP and TIP updates. Mr. Davis said in the last two years, they had only received a few comments statewide. He was going to respond today and suggest previous practices such as project initiation.

Mr. Miles noted the TIP received only three comments this year and believed the issue was that projects have been in the program for 6 – 7 years. Unless they can find a way to engage the public in the planning process on an individual project basis, Mr. Miles felt the broader discussion was beyond the interest of most people.

b. LRHIP 2016 Application Update and Recommendation

Ms. Gow noted the scoring and ranking results were included in their packet. The LRHIP applications were ranked as follows: Lakes Highway District Ramsey Road BNSF grade separation project #1, City of Harrison road resurfacing project #2, Post Falls Highway District Huetter Road pavement rehabilitation project #3, and East Side Highway District Burma Road project #4. The Worley Highway District submitted the transportation plan which stands alone and, therefore, was not scored. Ms. Gow requested the committee make a recommendation to the Board. Once approved by the Board, the applications will then be sent to LHTAC with a letter of support from KMPO.

Note: After the KCATT meeting, Ms. Gow learned LHTAC would not accept Lakes Highway District's Ramsey Road BNSF grade separation project for funding as they anticipated using it for right-of-way or project development. LHTAC stated LRHIP funding could only be used for construction projects. Ms. Gow requested and is waiting on LHTAC to provide board policy supporting that stipulation. She has renumbered the rankings of the projects as follows: City of Harrison road resurfacing project #1, Post Falls Highway District Huetter Road pavement rehabilitation project #2, and East Side Highway District Burma Road project #3. The Worley Highway District submitted a transportation plan project which stands alone and, therefore, was not scored. In lieu of the Ramsey Road BNSF grade separation project, Lakes Highway District submitted a Districtwide Sign Replacement Project which also stands alone and was not scored. KMPO provided letters of support for all project applications that were submitted.

Ms. Gow noted LHTAC STP applications would need to be received by November 17. ITD has not yet completed KMPO's FFC change requests. For that reason, KMPO has asked ITD to approve their requests separately from the rest of the State's requests so jurisdictions whose applications are dependent on FFC approvals are able to submit their applications in January. A letter from ITD approving the FFC changes will be included in the STP funding applications. FHWA's FFC approval letter will be forwarded to the jurisdictions once it is received by KMPO.

Mr. Kelly Brownsberger made a motion to recommend the LRHIP applications be submitted to the KMPO Board as scored and ranked. Mr. Kevin Howard seconded the motion which passed unanimously.

9. **Upcoming KMPO Board Items**

a. Public Involvement Policy Recommendation
b. LHRIP 2016 Application Recommendation

Mr. Miles noted both projects would be moving forward.

10. Other Business

a. KCATT Member Items

Mr. Davis said he had read an article in a daily railroad newsletter about the 1000th crude oil unit train coming out of North Dakota. He suspects half those trains pass through this area. Mr. Davis said Kootenai County has very few BNSF at-grade crossings compared to other counties these trains pass through; however, he questioned whether or not KMPO was on record for commenting on safety and the increase in train traffic. Mr. Davis said the State of Washington has forced BNSF's hand a number of times over the past few years. BNSF is responding and spending millions of dollars on first responder training and upgrading at-grade crossings. Safety and slow trains blocking and affecting the flow of traffic are two issues that are growing concerns in Bonner and Boundary Counties.

Mr. Miles said KMPO is on record with the railroad for the grade separations. He felt the challenge in the northern counties was the cross buck crossings, not the gated and lighted crossings and said he believed the railroad would benefit from combining or gating these crossings.

Mr. Fenn noted they were pursuing the corridor master plan for the Coeur d'Alene Lake Drive; the first kick-off meeting is scheduled for November 7.

Mr. Pankratz announced East Side Highway District would be holding a ribbon cutting ceremony for the Burma Road next Monday at 2:00 p.m.

Mr. Miles suggested that next year, they bring in topical speakers every other month and said he felt it would add value to their discussions. In the past, Mr. Palus had suggested bringing someone in to discuss ADA and how it applied to local road projects. Other topics included LED lighting for cost savings and Title VI. The committee expressed an interest in having people come to present on the various topics.

11. Next Meeting – November 25, 2014

12. Adjournment

Mr. Palus moved to adjourn the October 28, 2014 KCATT meeting. Mr. Brownsberger seconded the motion which unanimously passed.

The meeting adjourned at 8:44 a.m.

Recording Secretary