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
November 19, 2026, 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 – Bruce Mattare, Chair Bruce Mattare**
2. **Changes to the Agenda and Declarations of Conflicts of Interest**
3. **Approval of Meeting Minutes – Action Item**
   a. October 8, 2026 & October 29, 2026, Meeting Minutes
4. **Public Comments** *(limited to 3 minutes per person)*
5. **KCATT Recap & Recommendations – Chris Bosley, KCATT Chair**
   a. Recap of Activities - October 2026
6. **Administrative Matters**
   a. October 2026 KMPO Expenditures & Financial Report – **Action Item**
   b. 2027 KMPO & KCATT Meeting Dates – **Action Item**
7. **Other Business**
   a. Rathdrum Prairie Transportation Study Presentation – **Informational Item**
8. **Public Transportation (Informational Items Provided to KMPO) – Informational Item**

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 – Chad Ingle
   b. Coeur d'Alene Tribe Rural Transit Report - TBD
9. **Director's Report-** (written report included in Board packet)
10. **Board Member Comments**
11. **Next Meeting – December 15, 2026**
12. **Adjournment**

For special accommodation/translation services, call 1.208-930-4164, 48 hours in advance. KMPO assures nondiscrimination in accordance with Title VI of the Civil Rights Act of 1964, and Civil Rights

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MEETING MINUTES

Kootenai Metropolitan Planning Organization
Regular Board Meeting
October 8, 2026
Post Falls City Council Chambers, Post Falls City Hall, 1st Floor
408 N. Spokane Street, Post Falls, Idaho

Board Members in Attendance:

Bruce Mattare, Chair	Kootenai County
Randy Westlund, Vice Chairman	City of Post Falls
John Hodgkins	City of Rathdrum
Ryan Hawkins	Idaho Transportation Department
Phil Cooper	Worley Highway District
Graham Christensen	East Side Highway District
Dan Gookin	City of Coeur d'Alene
Tom Shafer	City of Hayden
Jeff Tyler	Post Falls Highway District

Board Members Absent:

Jim Kackman	Coeur d'Alene Tribe
Steve Adams	Lakes Highway District

Staff Present:

Ali Marienau	Executive Director
Will Palmer	Transportation Planner
Jess Eliason	Office Administrator

Attendees:

Jerry Wilson	ITD
Robert Beachler	ITD
Chad Ingle	KCPT
Terry Werner	LHTAC
Chris Bosley	City of Coeur d' Alene

1. Call to Order:
The regular meeting of the Kootenai Metropolitan Planning Organization Policy Board was called to order by Chairman Bruce Mattare at 1:30 p.m.

2. Changes to the Agenda and Declarations of Conflicts of Interest:
Chairman Mattare called for changes to the agenda or declarations of conflicts of interest. Hearing none, the meeting proceeded as scheduled.

3. Approval of Meeting Minutes:
a. Approval of September 10, 2026, Meeting Minutes

There being no discussion, Mr. Phil Cooper moved to approve the September 10, 2026, KMPO Policy Board meeting minutes as presented. Mr. Randy Westlund seconded the motion. The motion carried unanimously.

4. Public Comments: (*limited to 3 minutes per person)* – None.

5. KCATT Recap & Recommendations:
a. Mr. Chris Bosley reported on the upcoming Utilities Forum and Pavement Cut Policy Workshop, scheduled for December 16, from 11:30 a.m. to 1:30 p.m., at the Coeur d'Alene Public Library. He stated that discussion would focus on coordinating pavement cut policies throughout Kootenai County to provide consistent restoration requirements and

assist utilities with project cost estimates. Coeur d'Alene and Post Falls had existing policies, and Avista had expressed support for standardization. The forum would also address utility impacts.
Mr. Bosley also highlighted concerns regarding microtrenching and shallow utility installations. He shared the National Utility Contractors Association's opposition to microtrenching and the Ada County Highway District's similar position for member agencies' consideration.

6. Administrative Matters:

a. September 2026 KMPO Expenditures

Ms. Ali Marienau, Executive Director, reported that September 2026 expenditures were routine, with notable expenses including replacement of a failed office printer and the annual Idaho State Insurance Fund policy renewal. She stated that KMPO ended the fiscal year on September 30 in good financial standing, with approximately $45,000 remaining in the account, consistent with the anticipated carryover for FY 2027.

Mr. Dan Gookin moved to approve the September 2026 expenditures as presented. Mr. Randy Westlund seconded the motion. The motion carried unanimously.

b. Unified Planning Work Program Amendment Process

Ms. Ali Marienau, Executive Director, presented the proposed Unified Planning Work Program (UPWP) Amendment Policy, developed at the request of the Federal Highway Administration (FHWA) and Idaho Transportation Department (ITD) using examples from other Idaho metropolitan planning organizations (MPOs). The policy documented existing practices and required formal Board approval for new tasks, significant changes in task scope, changes exceeding 10% in identified federal funding, new federal funding sources, or reallocations exceeding 20% between task budgets without changing the overall UPWP budget.
Administrative amendments would allow grammatical and typographical corrections and updates of less than 10% to projected revenues and carryover amounts, with notification to KCATT and the Board. Formal amendments would be reviewed by KCATT for a recommendation before Board consideration. KCATT unanimously recommended approval of the policy.

Mr. Jeff Tyler moved to approve the Unified Planning Work Program Amendment Process. Mr. Randy Westlund seconded the motion. The motion carried unanimously.

7. Other Business:

a. FY 2027 Unified Planning Work Program Revisions

Ms. Ali Marienau, Executive Director, reported that ITD and FHWA had approved the revised FY 2027 Unified Planning Work Program (UPWP). Following the Board's conditional approval in September, KCATT reviewed and approved the revisions at its September meeting without concerns. The approved document was in effect for FY 2027, which began October 1, 2026.
Ms. Marienau noted that KMPO would work with ITD, FHWA, and other Idaho MPOs to develop a more standardized UPWP process to clarify requirements and streamline future approvals.

b. Financial Auditing Services

Ms. Ali Marienau, Executive Director, reported that KMPO's annual audit fee increased from $9,500 to an estimated $19,000. At the Board's request, she contacted six additional CPA firms to explore potential cost savings. Responses indicated higher or comparable fees, limited availability, or no response, and no feasible alternative was identified.
Ms. Marienau reported that KMPO would proceed with Magnuson, McHugh & Dougherty for the FY 2026 audit. Staff were preparing materials for submission the following week, with completion anticipated by year-end and Board consideration early in 2027. She noted that potential cost savings and other audit firms could be explored for future years.

8. Public Transportation (Informational Items Provided to KMPO):

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a. Kootenai County Transit Report

Mr. Chad Ingle reported that fixed-route ridership decreased 1% compared with the same month of the previous year and 1% overall for the fiscal year ending in September. Paratransit ridership increased 27% compared with the same month of the previous year and 13% for the fiscal year.

Mr. Ingle stated that the Board of County Commissioners and Federal Transit Administration (FTA) had approved annual federal grant awards supporting public transportation operations, training, and preventive maintenance in Kootenai County. The annual fleet maintenance plan update had been completed to support the Transit Asset Management Plan and ensure vehicle safety and reliability. Staff had begun annual National Transit Database reporting, due in January, and preparations for the next FTA Triennial Review, anticipated in 2027.

b. Coeur d'Alene Tribe Rural Transit Report

Mr. Chad Ingle reported that CityLink South was placing the newly purchased buses into service to replace aging vehicles. Staff have also begun annual National Transit Database reporting for the Federal Transit Administration.

9. Director's Report:

Ms. Ali Marienau, Executive Director, reported that the Rathdrum Prairie Transportation Study was nearing completion. The final report would be presented to the Board for concurrence before proceeding with the NEPA process.

Work on the Metropolitan Transportation Plan (MTP) update continued, with Board review expected in early 2027. Ms. Marienau also reported that the Federal Highway Administration (FHWA) had notified KMPO that the MTP had expired, resulting in a Transportation Improvement Program (TIP) freeze. Previously authorized project phases could proceed, but TIP amendments and new projects would remain restricted until the updated MTP was completed and approved.

Ms. Marienau requested the Board's input on retaining a local-option vehicle registration fee as a potential transportation funding source. She also introduced Will Palmer, who joined KMPO as Transportation Planner on September 21.

She also mentioned that the FY 2027 membership assessment invoices had been sent to member agencies, and several payments had been received.

10. Board Member Comments:

Chair Mattare commented that the leadership transition has gone well and thanked Ms. Marienau for keeping the Board informed. He acknowledged the previous director's preparation and Ms. Marienau's work in carrying that progress forward. Mr. Jeff Tyler reported that the Associated Highway Districts of Kootenai County approved the 2026 Associated Highway District Standards following a year and a half of work.

11. Next Meeting: November 19, 2026

12. Adjournment

There being no further business, Chair Mattare adjourned the regular meeting of the Kootenai Metropolitan Planning Organization (KMPO) Policy Board at 2:07 p.m.

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Jess Eliason
Recording Secretary

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MEETING MINUTES

Kootenai Metropolitan Planning Organization
Special Board Meeting
October 29, 2026
KMPO Conference Room/ VIA Zoom
250 Northwest Blvd., Suite 209, Coeur d'Alene, Idaho

Board Members in Attendance:

Bruce Mattare, Chair	Kootenai County
Randy Westlund, Vice Chairman	City of Post Falls
John Hodgkins	City of Rathdrum
Jerry Wilson	Idaho Transportation Department
Phil Cooper	Worley Highway District
Dan Gookin	City of Coeur d'Alene

Board Members Absent:

Jim Kackman	Coeur d'Alene Tribe
Steve Adams	Lakes Highway District
Jeff Tyler	Post Falls Highway
Tom Shafer	City of Hayden
Graham Christensen	East Side Highway District

Staff Present:

Ali Marienau	Executive Director
Will Palmer	Transportation Planner
Jess Eliason	Office Administrator

Attendees:

Gemma Puddy	Horrocks

1. Call to Order:
The special meeting of the Kootenai Metropolitan Planning Organization Policy Board was called to order by Chairman Bruce Mattare at 1:32 p.m.

2. Changes to the Agenda and Declarations of Conflicts of Interest:
Chairman Mattare called for changes to the agenda or declarations of conflicts of interest. Hearing none, the meeting proceeded as scheduled.

3. Persons To Be Heard: None

4. New Business:

A. 2027 UPWP Amendment #1
Ali Marienau, Executive Director, presented Amendment No. 1 to the Unified Planning Work Program (UPWP). She explained that consultant assistance was needed to complete the 2035 and 2050 forecast models for the Metropolitan Transportation Plan (MTP). The proposed amendment would move approximately $20,000 from personnel to consultant services within Task 6, increasing the consultant budget to approximately $40,000.

Ms. Marienau mentioned that KCATT had approved of this amendment unanimously. Chair Mattare explained this was just a shifting of fund for the additional expense and that KMPO does have funds to allow to accommodate this contract.

Mr. Dan Gookin moved to recommend approval of Amendment No. 1 to the Fiscal Year 2027 Unified Planning Work Program budget. Mr. Randy Westlund seconded the motion. The motion carried unanimously.

B. Iteris Contract for MTP Assistance

Ms. Marienau presented the proposed contract with Iteris to assist with the KMPO forecast model update. Given the size of the contract and the infrequency with which KMPO contracted for these services, she brought the proposal to the Board for review and authorization. She explained that Iteris had extensive experience with KMPO's model through its work with the cities of Post Falls and Hayden. Its familiarity with the modeling software would allow work to begin promptly once the contract was finalized.

The proposed scope included three tasks: project management, network development, model execution and verification. Project management included administration, staff oversight, and coordination with KMPO. Network development, the largest task, involved preparing four forecast scenarios: 2035 build and no-build and 2050 build and no-build. KMPO had prepared the land use information, and Iteris would code approximately 150 roadways, intersection, and interchange projects identified through coordination with KCATT into the model. Iteris would then run and verify the models, provide results for the Metropolitan Transportation Plan (MTP) update, and deliver the model files for KMPO's future use.

She mentioned that work was anticipated to begin in November, pending coordination with ITD's contracting office, and be completed by the end of 2026. The proposed maximum contract amount was $40,160, based on the estimated staff hours required to complete the work. Any additional costs would require a contract amendment.

Mr. Randy Westlund moved to authorize the Executive Director to execute a contract with Iteris, Inc. to complete the KMPO forecast models for the update of the Metropolitan Transportation Plan. Mr. Dan Gookin seconded the motion. The motion passed unanimously.

5. Adjournment

There being no further business, Chair Mattare adjourned the special meeting of the Kootenai Metropolitan Planning Organization (KMPO) Policy Board at 1:44 p.m.

_____

Jess Eliason
Recording Secretary

KMPO Board Packet Agenda Item

KOOTENAI METROPOLITAN PLANNING ORGANIZATION

EXPENSES

October 2026

As of this date **November 19, 2026** the Kootenai Metropolitan Planning Organization Board approves reimbursements and payments made for expenses in **October 2026** included in the following list, in the amount of **$29,760.89.**

Chair: _____

Kootenai Metropolitan Planning Organization — 1:50 PM
Check Detail — 10/02/2026
September 2026

Type	Num	Date	Name	Memo	Paid Amount
Check	E-pay	09/01/2026	Unum	September Premium	84.14
Check	E-Pay	09/02/2026	Unum	Overchange - Applied to October 2026 Premium	84.14
Check	E-pay	09/03/2026	Rackspace Inc	Email Hosting & Office 365 Subscription September 2026	100.34
Check	DEBIT	09/04/2026	Home Depot	Replacement Cabinet and Top	294.68
Check	E-pay	09/08/2026	Adobe Store North America	Adobe Subscription September 2026	71.97
Check	E-pay	09/08/2026	Vision Service Plan	September Premium	50.48
Check	E-pay	09/08/2026	Regence Blue Shield of Idaho	September Premium	1,371.01
Check	DEBIT	09/10/2026	Sawmill Grille	Pre Board Meeting Lunch September 2026	49.41
Liability Check	E-pay	09/10/2026	United States Treasury	27-0061680 QB Tracking # -459097474	1,318.84
Liability Check	ACH	09/11/2026	PERSI	M043 PERSI Contributions 8/22-9/4	1,161.94
Check	DEBIT	09/11/2026	Staples Inc.	Office Supplies	98.63
Check	E-pay	09/11/2026	Delta Dental	September Premium	175.33
Liability Check	ACH	09/14/2026	Idaho State Tax Commission	003877456	352.00
Check	DEBIT	09/15/2026	Amazon	Office equipment	312.68
Check	E-Pay	09/16/2026	TDS Telecom	208-930-4164	175.46
Check	Debit	09/18/2026	Seright's Ace Hardware	Replacement Door Lock	85.21
Check	DEBIT	09/21/2026	Staples Inc.	Office Supplies	26.49
Check	E-pay	09/21/2026	Zoom Video Communications	Online Meeting Subscription September 2026	15.99
Check	E-pay	09/21/2026	Intuit	Quickbooks Monthly Payroll Usage fee	14.00
Check	DEBIT	09/22/2026	Amazon	Office Equipment	75.24
Check	DEBIT	09/22/2026	Elementor	Website	60.00
Liability Check	E-pay	09/23/2026	United States Treasury	27-0061680 QB Tracking # 79911526	1,318.82
Liability Check	ACH	09/24/2026	PERSI	M043 PERSI contributions 9/7-9/18	1,161.94
Check	E-Pay	09/24/2026	AVISTA	6500250000	71.30
Check	DEBIT	09/25/2026	Staples Inc.	Printer Replacement	661.43
Check	E-Pay	09/28/2026	Idaho State Insurance Fund	Annual Policy Renewal 2027	782.00
Check	3918	09/28/2026	CdA North Homeowners Assoc	Unit #209 October 2026 HOA fees	325.43
					7,271.02
					12,141.54
					19,412.56

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2027 KMPO Board and KCATT Meeting Dates

KMPO Policy Board 1:30 p.m. 2nd Thursday of Each Month Post Falls City Council Chambers Post Falls City Hall, 1st Floor 408 N. Spokane Street, Post Falls, Idaho	K.C.A.T.T. 8:00 a.m. 4th Tuesday of Each Month Kootenai County Administration Building 451 Government Way, Room 1A Coeur d'Alene, Idaho 83815
January 14	January 26
February 11	February 23
March 11	March 23
April 8	April 27
May 13	May 25
June 17 (this is the 3rd Thursday)	June 22
July 8	July 27
August 12	August 24
September 9	September 28
October 14	October 26
November 18 (this is the 3rd Thursday)	November 23
December 9	December 14 (this is the 2nd Tuesday)

ALL MEETING DATES ARE SUBJECT TO CHANGE.
Approved by KMPO Board:

Kootenai Metropolitan Planning Organization
250 Northwest Boulevard, Suite 209
Coeur d'Alene, ID 83814

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: November 12, 2026

TO: KMPO Board

FROM: Ali Marienau, Executive Director

SUBJECT: Rathdrum Prairie Area Transportation Study presentation

Background:

ITD, in partnership with KMPO, initiated the Rathdrum Prairie Area Transportation Study (previously Planning and Environmental Linkages (PEL) study) to evaluate the existing and future transportation network across the Rathdrum Prairie. The study seeks to provide recommendations on future improvements and/or new routes to better address regional congestion, safety, connectivity and resiliency, both on the state and local road systems. The PEL process initiates the environmental review process and allows for recommended projects to move directly into the NEPA process, if desired.

In 2023, HDR was selected as the consultant for the study. During Level 1 of the study, over 50 alternatives were developed, through stakeholder and public input, and screened against the study's Purpose and Need. 13 alternatives were then carried over into Level 2, where they were assessed for performance and community and environmental impacts. Four alternatives were recommended by the study team to move forward into Level 3 for further analysis.

In Level 3, cross sections and footprints were refined for the four alternatives. Additionally, the alternatives were also combined into scenarios, with a north/south and east/west alternative combination. A more detailed level of analysis was undertaken to better understand how the alternatives and scenarios would impact the regional transportation system and community/environmental resources. A safety analysis was also completed to evaluate what safety implications or benefits of each. The alternatives were then compared against each other for performance, environmental impacts/benefits, and implementation criteria by HDR, ITD and KMPO staff. All four alternatives have been recommended to move into the NEPA process for further evaluation and screening. HDR has completed the final study report, which is being reviewed by ITD headquarters, and then will be submitted to FHWA for review and approval. More information can be found on ITD's project website: https://itd.idaho.gov/project/rathdrum-prairie-pel-study/.

KMPO staff will be providing a presentation to the Board on the study process, screening analysis, and recommnded alternatives. Board questions and comments are appreciated; ITD staff will also be available to provide clarification, as needed.

KMPO Board Packet Agenda Item **Item 9**

DATE: November 12, 2026
TO: KMPO Board Members
FROM: Ali Marienau, Executive Director
SUBJECT: Director's Report

Here is a recap of KMPO's activities through November 12, 2026.

Planning Activities:

The Rathdrum Prairie Area Transportation Study is still in the final stages, awaiting review by ITD headquarters and FHWA. I am continuing to meet with local jurisdictions to better understand their views on the project and help provide coordination between the local agencies and ITD. ITD and I have met with the city of Post Falls and have provided a presentation to the city of Rathdrum's city council. A presentation to Post Falls Highway District and a workshop with the city of Rathdrum are scheduled for next week.

The Metropolitan Transportation Plan (MTP) update is ongoing. The agreement with Iteris has been finalized. Iteris began work this week and expects to finish by the end of the year. I have had additional conversations with ITD, FHWA and other Idaho MPOs, which have provided guidance on the plan's content and presentation of data.

Specifically, some of that discussion related directly to our MTP's financial plan section and the inclusion of the local-option vehicle registration fee as part of our anticipated revenue, as was discussed at the October meeting. I have been counseled that including that funding option as a "reasonably anticipated revenue source" is not best practice – as was witnessed by the ballot measure not passing in 2020. It was recommended that we utilize our forecasted annual revenues to determine what will reasonably be available within the planning horizon. Due to the extensive need that has been documented for the next 25 years, this will require us to put together an "unfunded" list of projects/scenario that are not able to be covered by those anticipated funds but would likely require federal grants or other funding for implementation. This, however, is not much different than the list of projects that were originally identified for the local-option vehicle registration fee, as those projects would not have been fully funded by the revenues generated; the funds would have been used as match for grants or capital to pursue a federal loan. FHWA referred to it as our "wish list" – which could be beneficial when pursuing federal grants - and that is the direction I anticipated we would have to go initially with the addition of the Rathdrum Prairie projects. I will work with KCATT to identify which projects will be included in the "unfunded" scenario, with a review by the Board in December.

I still believe the local-option vehicle registration fee is a viable funding source for the region's transportation needs. If the Board chooses to pursue it, the earliest a measure could appear on the ballot is 2028. That timeline would allow time for further analysis and public outreach.

I plan to have a draft MTP ready for KCATT review by the end of the year. I would like to begin a 30-day public outreach period in January, with Board adoption anticipated in February.

Will continues to assist with the MTP update and with traffic data that will be used to refine the model after the new year. He is scheduled to attend PTV's introductory training on November 17

Programming Activities:

Until the MTP is complete, the KMPO TIP remains frozen. No new projects may be added to the TIP/STIP and no modifications may be made. Projects listed in the 2026-2032 TIP may continue to progress, as stated in the document prior to July 7, 2026. FHWA has stated that the day the MTP is completed, the adopted 2027-2033 TIP can be submitted to FHWA for approval and ITD can also submit a request to modify the STIP to include the KMPO projects.

Administrative Activities:

Our annual audit is underway with Magnuson, McHugh & Doherty; MMD started October 19 and anticipates completing the work in mid-December. Jess and I have provided the requested documentation and have been working quickly to answer any questions MMD has during the process. We have received several questions about staff PTO tracking and usage, and we will likely see some recommendations from MMD on those processes moving forward.

Jess and I have also been working with ITD on new invoicing procedures that are being standardized across the state's MPOs. They should also help with future budget and UPWP development.

I attended the MPO Urban Balancing Meeting in Boise last week and was nominated as the chair for 2027. There were no major updates from the STBG and FTA meetings. The MPOs discussed current and upcoming projects across the state and what to expect during the next legislative session. While in Boise, I also attended ITD's Freight Summit. As one of the only attendees from the northern half of the state, it was worthwhile to attend and discuss some of the freight challenges we have in our region, particularly concerning I90 and US 95. The feedback from the summit will inform the update to ITD's Freight Plan.